

Minutes of a meeting of Shotley Parish Council held on Thursday January 19th 2006 at 7.00 p.m. in the village hall.

Present: Councillors R Wrinch (Chair), N Bugg, Mrs W Corness, Mrs B Hooper, Mrs A Long, Mrs M Matthews, J Peters, G Steel, Ms C Sullivan.

In attendance: County Councillor D Wood, District Councillors Mrs W Sadler and Mrs L Clarke, PC Campbell and five members of the public.

1. **Apologies for absence:** none.

2. **Declarations of interest and additions to register: Cllr Long, Cllr Matthews, Cllr Peters, Mrs Williamson**

Standing orders temporarily suspended for:

3. **Open forum for parishioners to speak to councillors**

3.1 The Parish Plan was mentioned. For the convenience of two members of the public, agenda item 15 was brought forward and discussed.

(Standing orders resumed)

4. **To formally adopt the Shotley Parish Plan.**

4.1 Cllr Steel introduced the plan to the meeting, explaining that 200 hard copies had been printed at a cost of £7.00 per copy. It had been very well received so far and would form Appendix I of our Proof of Evidence to the Ganges Committee.

4.2 An implementation board needed to be created, to help facilitate the proposals within the plan, - members of the public would actually implement the proposals. Cllr Steel asked that the council consider appointing three or four of their members to the board.

(7.15 p.m. County Councillor D Wood arrived)

4.3 Cllr Peters said that thanks should go all Shotley residents who completed the questionnaires on which the Plan was based and this was agreed.

(7.20 District Councillor Clarke arrived)

4.4 It was reported that future copies of The Noticeboard would contain detailed items regarding progress, or an excerpt from the Plan itself.

4.5 There were no further questions. Councillor Long proposed, seconded by Cllr Corness, all in favour, that the Shotley Parish Plan be formally adopted by the council.

4.6 District Cllr Clarke reported on the Local Strategic Partnership, a non-political group bringing together various services (fire, education, police etc) for the common good. She was both Babergh DC representative and Chairman. Funds were available. She needed proof that the Parish Plan had been adopted by this council and requested that Cllr Wrinch as our chairman, should present it to the Partnership at their next meeting, to be held on February 2nd at the Hadleigh Business Centre.

4.7 Cllr Steel mentioned that a hard copy of the Parish Plan had been sent to every local organisation and if any of them requested a presentation on it, he would be happy to arrange this.

5. **Appointment of permanent clerk: update.** The two applicants who had been interviewed on January 16th by Cllrs Corness and Steel had been invited to the meeting this evening and were in attendance. Cllr Wrinch had not been able to attend the interviews through illness. No final decision had been reached so far.

6. **District Councillor's report:** neither Cllr Sadler nor Cllr Clarke wished to report.

7. **County Councillor's report**

7.1 Cllr Wood was very concerned at the recently announced budget cut at the SCC, and the way it had been handled. There would be staff cuts and departments such as social services would suffer particularly. The minister responsible would be lobbied within the next few weeks but it was already too late. There would only be a small rise in the council tax for the forthcoming year, which would please most people, but this would cause hardship for disadvantaged people. On the bright side, funds for education had been ringfenced and so would not be affected.

7.2 He still had funds in his locality budget available for good causes.

7.3 That morning at the full SCC meeting he had asked re the Bathside Bay development about the monitoring of environmental pollution and increase in road traffic.

7.4 Cllr Corness interjected to advise that for the next financial year there would be a decrease of 25% in the locality budget.

8. **Police brief by PC Campbell.** The crime report for December was received (attachment 1). PC Campbell had not made any progress so far regarding the demolished bus shelter but would attempt to contact Mr Kempster personally.

9. **Minutes of meeting dated December 15th 2005**

9.1 Two corrections were made: Cllr Sullivan to be known as Cllr Ms Sullivan, and, to be inserted under Accounts for payment:

Dr W le-Las re Ganges Development: £2018.90

9.2 The minutes having been distributed beforehand, following these amendments, were declared a true and correct record and were signed by the Chairman.

10. **Matters arising (for information only)**

10.1 Re 10.1 Street lamp No 25. Zurich Insurance would pay the £500 requested minus the excess of £100, despite the fact that it was over a year since the damage was done.

10.2 Re 12.1 Signs for play area. Proofs had been received. Cllr Corness queried the legality of the wording re. Parish council liability: the clerk to ask SALC about this.

11. **Appointment of litter warden.**

11.1 One person had come forward and had been interviewed. However, as she was also interested in the other vacancy/ies, nothing further could be done for now.

11.2 Babergh DC had promised to provide a hi-vis jacket, a picker and a cart, and would come out to assess the locality. No further funds were available from them until their reviews in 2007.

12. Bus shelter replacement: update. Two of the three builders approached had submitted quotations, one including the precaution of a security fence whilst the work was being done. It was agreed that this was sensible, and that the other builder should be asked to quote for this as well before a final decision was made.

13. Play areas update: Report from Cllr Long re Ganges play area. Cllr Long reported on the recent problems:

13.1 Vandalised equipment: anti-fouling paint had been poured down the slide and over the wooden tunnel. The slide had been cleaned, but graffiti specialists had inspected the tunnel and recommended that it be replaced as they would be unable to remove every scrap of paint.

13.2 Problems with a local dog: this was being investigated.

13.3 Repairs needed to fence on woodland side: it was agreed that Babergh DC be asked to make the necessary repairs as there was a possibility that they owned the boundary fence.

13.4 On the Winny's Queech side, there was no fencing at all, and it was recommended that this be done.

14. Allotments update. The clerk had found that the last three, not two years' had not been paid, so had accordingly sent invoices out to all known allotment holders. The majority had paid, many of them this evening, so the final figure was not yet known.

15. Bank accounts: To include 'six councillors to be cheque signatories from January 19th 2006' in the council's financial regulations.

15.1 Cllr Corness warned that the clerk should ascertain whether we had sufficient turnover in our account to merit six signatories, from the bank's point of view. After discussion, Cllr Long proposed, seconded by Cllr Bugg, all in favour, that the following statement be added to the council's constitution (Financial Regulations):

Up to six members of council may be signatories to the council's bank accounts as from January 19th 2006.

15.2 It was agreed that the existing two signatories, Cllrs Wrinch and Corness, should remain, and that Cllrs Long and Bugg be signatories as well, the final two to be determined later.

16. To consider donation to: Production of Shotley Business Directory. Cllr Peters, Long and Matthews had already declared an interest. It was agreed that this matter should be deferred to the next meeting.

17. To consider donations to

- b) Optua
- c) Homestart
- d) Headway

- e) Hanover Hardship Fund
- f) Shotley and Erwarnton Good Neighbours Scheme

17.1 After discussion, Cllr Wrinch proposed and was seconded by Cllr Bugg, that the larger national charities should be considered at the June meeting. Smaller, local charity donations would be considered as they were received. Donations to Optua, Homestart, Headway and the Hanover Hardship Fund would therefore be considered in June.

17.2 The Shotley and Erwarnton Good Neighbours Scheme was considered. Cllr Bugg proposed, seconded by Cllr Matthews, all in favour, that the sum of £350.00 be donated – the clerk to advise them that a request in June would be preferred in the future.

18. Accounts for payment. Cllr Bugg proposed, seconded by Cllr Long, that the following accounts be approved for payment:

Printing of Parish Plan by SCC:	£1532.00
Wendy le-Las: outstanding invoice, dated 20.09.05:	£180.00
Zurich Insurance: pro rate premium increase due to inclusion of play equipment:	£503.98
Alfred McAlpine: outstanding payment for repairs to lamps 25 (Kingsland) 127 (Blake Avenue), 136 (Ganges Road) and 139 (Ganges Road):	£126.39
Temporary clerk's salary: 61 ½ hours November 14 th /December 15 th , 48 hours to 13.1.06 @ a rate yet to be agreed	
Expenses:	
Stationery:	£7.16
Postage:	£17.37
Mileage 195 miles @ 40p per mile:	£78.00
(3 return journeys to Shotley of 60 miles on 15.12.05, 11.01.06 and 16.01.06 and one part return journey to Great Blakenham, 15 miles)	

19. The Precept for 2006 – 2007: any final amendment. As this would involve discussion of salaries, the clerk requested that this be moved to the confidential section, and this was agreed.

20 Planning matters

20.1 Applications approved (including those received since 13th January 2006):

B/05/01739: 20 Ganges Road, Shotley Gate: erection of first floor side extension
B/05/01748: Holly Cottage, Church Walk: erection of double detached garage with living accommodation above (part alternative to B/04/01748)
B/05/01768: Springhill, Bristol Hill: construction of new vehicular access
B/05/01813: 6, Lady Row, The Street: erection of first floor and single storey extensions
B/05/02011: 49 Kitchener Way: erection of single storey front (kitchen) and side (garage) extensions and rear conservatory

20.2 Applications refused:

B/05/01775: Re erection of non illuminated sign at Queen Victoria Drive, Shotley Gate:

20.3 Applications received:

B/05/02125: Old Hall, Old Hall Road: temporary provision of an adaptapod to provide disabled toilet and washing facilities Anna Long reported and had already replied in favour. This was approved.

B/05/02163: 14 Queensland: erection of two semi-detached bungalows (demolition of existing bungalow) (Norman Bugg had made enquiries and reported to the council, recommending approval. This was agreed.

21. HMS Ganges Development: update.

21.1 Cllr Steel reported on latest developments including the first sight of the proposed section 106 agreements, which, whilst they addressed most of our concerns, fell well short in monetary terms, He recommended comments to be made by the parish council to Richard Watson of Babergh DC planning department and these were agreed (See attachment 2).

21.2 He expressed his extreme disappointment English Nature's indication of approval of the proposals, especially as Suffolk Wildlife had been denied the chance to put forward their own views.

21.3 The safety of the site was a worry and it was agreed that the clerk should write to Haylink cc Babergh DC, voicing concerns re. unsafe and unsecured buildings, asbestos, degrading gypsum sheets, loose metal and glass.

22. Bathside Bay – To consider decision of the Secretary of State to be minded to recommend Planning Permission subject to minor variations to the Inspectors' recommendations. Cllr Steel asked for the mater to be deferred and this was agreed.

23. Parish Council Surgeries: agreed to defer to next meeting due to time constraints.

24. Correspondence.

Correspondence list to 13.1.06

*(Those marked with * = carried over from last month)*

Actions are written in italics.

1. Suffolk County Council:
 - a) Forthcoming bus service changes
 - b) Suffolk Rights, Winter 2005/6 + leaflet
 - c) * Household Waste Sites – change in barrier height (*passed to The Noticeboard for publication*)
2. Babergh District Council:
 - a) Guide to Council Services
 - b) Media Release *8.12.05, 12.12.05, 14.12.05, 19.12.05 (*passed to The Noticeboard*)
 - c) Affordable Housing Newsletter
 - d) * Notice of meetings (*put on noticeboard*)
 - e) Meetings with parish councils, dates: 2.11.06 for east of district (*to be attended and reported by Cllrs Long and Matthews*)
3. SALC:
 - a) The Local Councillor (copies to be distributed at 19.1.06 meeting)
 - b) Supplement to the Local Councillor – affordable housing needs
 - c) Spring Clean Suffolk Week – 20 – 26 March 2006

- d) Emergency Plan form
 - e) Big Lottery Fund information (*passed to The Noticeboard*)
 - f) Local Authorities (Indemnities for Members and Officers) Order 2004 (*our cover to be checked*)
 - g) Licensing Act 2003 – Village and Community Halls (*passed to Cllr Bugg*)
 - h) Local Council Review – Survey Autumn 2005
 - i) Interactive Training for Parish Councils
 - j) Are you prepared for a severe winter? (*passed to The Noticeboard*)
 - k) Revised salary scales for parish clerks 2006-7
 - l) Childcare centres: consultation on behalf of SCC (*for discussion by Cllrs Matthews, Steel and the school*)
4. Community Renewal Network East – E-Bulletin December 2005
 5. Suffolk Hedgerow Survey Newsletter
 6. Suffolk Wildlife - leaflets
 7. Cutting Crime in Suffolk – magazine
 8. Anglia in Bloom
 9. Optua: request for donation
 10. Homestart: request for donation
 11. NHS Suffolk East, letter plus:
 - a) Possible New Premises for Holbrook GP Practice
 - b) Configuration of NHS Ambulance Trusts in England
 - c) Consultation on new Primary Care Trusts in Norfolk, Suffolk and Cambridgeshire
Cllr Peters suggested that the NHS Ambulance Trust reconfiguration questionnaire be completed, and the council agreed that the proposal for one ambulance service for the Eastern region should be opposed
 12. Office of Deputy Prime Minister: letter + booklet re Standards of Conduct in Local Government: the Future
 13. * Buzabout Monitoring Group (*passed to Cllr Long*)
 14. *Ipswich and East Suffolk Headway, appeal for donations
 15. *Essex County Council: Planning – draft statement of community involvement plus letter dated 1.12.05
 16. *RSPB Suffolk’s Changing Coast – booklet and letter
 17. Hanover Hardship Fund: details and request for donation
 18. Shotley and Erwarton Good Neighbours Scheme: request for donation
 19. SCC: letter and brochure : work undertaken by Detached Youth Work Scheme (*passed to Cllrs Matthews and Steel*)

Correspondence received subsequently:

20. **Babergh District Council:**
 - a) **Local Plan alterations No 2, post inquiry modifications:**
 - b) Notice of intention to adopt, and proposed modifications for alteration of Local Plan
 - c) Letter about same
 - d) Form to set out objections / support
 - e) Guidance on completing the form
 - f) Letter to Parish Councils re current changes
 - g) Letter to objector / supporter of Local Plan
 - h) Two notices
 - i) Notice re temporary closure of public toilets on Bristol Hill
- 21 **Lubbock Fine:** Re 2002 Annual Return (*clerk dealing with this*)
- 22 **RoSPA:** Play Safety Leaflet

23 **Magistrates Association / SALC:** short workshops re Local Crime and Punishment, 23rd March in East Bergholt, 17 May in Sudbury.

24 **Suffolk County Council:** copy letter to resident re parking issues at Kingsland

25. **To receive suggestions for commemoration of new seat at the marina.** One suggestion had been received but this was unanimously vetoed as the person concerned had never liked the marina.

26. **Chair's urgent business: any other matters for immediate discussion at the discretion of the Chairman:** none.

27. **Reports from Councillors on matters not itemised on agenda:** none.

28. **To consider adopting NALC Draft Financial Regulations:** deferred to next meeting due to time constraints.

29. **To consider adopting NALC Draft Standing Orders:** deferred to next meeting due to time constraints.

30. **Clerk's report:** none.

31. Date of next meeting: February 23rd 2006 (*subsequently altered to February 21st due to Ganges Inquiry Meeting also being held on February 23rd*)

32. **Exclusion of press and public:** *owing to the confidential nature of the following business the press and public were asked to leave the meeting.*

.....Chairman

.....Date