

Minutes of the Shotley Parish Council meeting held on Thursday 16 October 2008 at 7.15pm in the Large Committee Room, Shotley Village Hall

Present: Councillors: R Wrinch (Chair), M Matthews, J Catling, G Steel, M Connell, T Ingram, and N Bugg, RFO: D Bedwell and Clerk: L Rowlands

In attendance: Two members of the public (for part of meeting), PCSO Gibson and D.Cllr P Clarke (for part of meeting)

Open forum for members of the public to speak to Councillors **on items appearing on the agenda**

1. **To receive apologies for absence** – C.Cllr D Wood and D.Cllr T Roberts (attendance at another meeting), SP Cllr D Armes (holiday) and SP.Cllr G Brown (work commitments)
2. **To receive Declarations of interest** – None
3. **To receive reports from (if available):**
 - 3.1 District Councillor – Cllr Clarke confirmed that she had been in contact with the Kingsland Surgery and the PCT regarding their responses to the Ganges application and passed on information relating to the Sustainable Communities Act.
 - 3.2 County Councillor – A written report had been received and circulated prior to the meeting.
 - 3.3 Safer Neighbourhood Team – PCSO Gibson confirmed that she would be on duty on 31 October and 5 November; local shops had been asked to not sell flour and eggs to children in the days preceding Halloween; at the SNT meeting in Holbrook on 8 October, similar issues to previous were discussed; the next SNT meeting will be in January, venue and date to be advised; the Bristol Arms' owners had given the go ahead for the tenants Barn Project and a planning/costing meeting to ascertain funding needs would be held soon; the alcohol tagging scheme was very quiet locally – Ipswich was considering using our model; householders complaining re noise nuisance caused by scooters would be visited and asked if they wished to make a statement.
 - 3.4 Parish Plan Implementation Board – Two new contacts were being approached regarding the revamp of the website. The Head of Shotley School had been approached recently to enquire if any of the staff would like to be involved with the website.
 - 3.5 Shotley Community Emergency Plan – A further meeting to finalise the Plan will be held in November.
 - 3.5.1 To consider and agree an amount to purchase emergency box and contents - **It was resolved to grant £250.00** – Clerk/RFO to collate receipts upon purchase of items.
 - 3.6 Parish Clerk
 - The Clerk and Cllr Matthews attended the Suffolk Acre AGM on 2nd October at which David Wheeler replaced Ian Campbell as Chairman and Nick Mayo replaced Peter Thompson as Vice-Chairman. The guest speaker Professor O’Riordan spoke extensively on sustainable development. The Annual Review and Directors’ Report and financial statements for the year ended 31 March 2008 were available in the correspondence file.
 - The Viking Forest Project carried out the first of their cutting and raking days last Sunday – two further are planned for the 19th October and 2nd November.
 - A resident had enquired whether SPC had received any complaints of noise nuisance caused by ships at Trinity, Felixstowe using their generators. **Clerk to keep a log of any complaints received**

- Complaints have been received regarding the timetabling of the Ipswich Buses new service from several parishioners – **it was resolved to add this item to the agenda for November and request Ipswich Buses attend**
- The Clerk attended the SLCC Regional Conference and obtained some useful information on play systems to be passed to RFO.

3.7 Responsible Financial Officer

- 3.7.1** To re-agree figures and statements on Annual return for year ended 31 March 2008, as per external auditors amendments – **It was resolved to agree amended figures**
- 3.7.2** To discuss present grass cutting arrangements – **It was resolved that the Community Warden may approach the Church re their grass cutting requirements**
- 3.7.3** To agree further cheque signatories and to complete appropriate forms – Forms still not received from bank – RFO to chase bank for forms
- 3.7.4** To consider and agree 2009/10 budget in advance of setting precept – draft figures were considered and further increases/additions discussed. Final precept to be presented at November meeting for agreement

The Parish Council reserves were as follows:

Community Account	£2,331.20
Premium Account	£454.01
Tracker Account	<u>£58,179.00</u>
Total:	<u>£60,964.21</u>

Which includes earmarked reserves and funds:

Ganges Playground	£5,000.00
Kingsland Playground	£5,000.00
BELSP (SVH kitchen £7K – Tennis Courts £10K)	<u>£17,000.00</u>
Grand Total:	<u>£33,964.21</u>

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

3.8 Community Warden

- Litter is not so much up but more widely spread;
- there have been no beer cans/bottles this month, but an increase in high energy drinks cans;
- the bollard at the bottom of Bristol Hill has been repositioned and the concrete wall will be repaired in the next couple of months;
- the graffiti wall has been painted over twice recently due to the nature of the graffiti and will need doing again soon;
- the central fence post in the tennis court has been bent down and will be cut out at the base, or removed and a repair made to the tarmac;
- the play parks are in constant use and a replacement child swing in Ganges playpark is still needed (Clerk to investigate a new supplier);
- hedges from Tudor Close to the main road have been trimmed back and the path is now usable; and
- the Shotley school path has been trimmed back.

4. To agree minutes of the Parish Council Meeting held on 18 September 2008 - The minutes were declared a true and accurate record and were signed as such by the Chairman

5. Matters of report from minutes of previous meetings

- Disabled Bay – 13 Lower Harlings - It has transpired that the existing bay is undersized at 5.4m and should have been 6.0m at the outset. Therefore SCC intends to bring it up to 6.0m which is the minimum
- Lower Harlings street sign – has been ordered from BDC at no cost.
- Risk Assessment Working Party – Further meeting still to be arranged.
- Finance Working Party – Meeting still to be arranged.
- Dog litter bins – These had been ordered, no installation date set as yet.

6. Ganges: update

- 6.1 Environmental Statement - to consider the PCs response to the updated ES including the effect on local health services – A draft response had been circulated prior to the meeting and it was agreed to finalise the draft at the extra planning meeting to be held on 29 October.
- 6.2 Mast - actions taken to secure the repair - More mast repairers details had been passed on to the developers in late September. The developers had advised that a repairer was due to visit the site in early October although nothing further had been heard. BDC had been contacted re a promised site visit, but no information received prior to meeting as to progress.

7. Breached Stour River Path:

- 7.1 BDC was in contact with the Environment Agency and would keep us informed as to any progress.
- 7.2 The draft letter to the landowner was being checked out by SALC – results awaited.
- 7.3 Anglian Water – pipework maps had been ordered and were still awaited – Clerk to chase.

8. Kingsland/Post Office parking: update – Not been able to progress this month.

9. Planning matters – To consider responses to Babergh District Council on applications received upto 12 October 2008 and subsequently:

Applications received from Babergh

- 9.1 B/08/01477/FHA – April Rose, 46 Ganges Road, Shotley Gate, Shotley IP9 1RJ – Erection of rear conservatory – **No objections**
- 9.2 B/00/01318/RES – Former HMS Ganges Site, Shotley Gate, Shotley, Ipswich IP9 – submission of details under Outline Planning Permission B/088/01560/OUT – the siting, design and external appearance of, the means of access to and the landscaping of the site for a retirement community development of 404 dwellings, nursing home and associated facilities, as amended – **See 6.1.**
- 9.3 B/08/01255/FHA – Cockle Creek Cottage, Rose Farm Lane, Shotley Ipswich IP9 1PH – Erection of single-storey and two storey extensions – **No objections**
- 9.4 B/08/01520/FHA – 15 Garden Close, Shotley, Ipswich IP9 1LZ – Erection of front conservatory and erection of lean-to to existing rear elevation – **No objections**
- 9.5 B/08/01563/FHA – 59 The Street, Shotley, Ipswich IP9 1NQ – Erection of pitched roof over existing rear flat roof and erection of rear first floor extension (**application received subsequent to 12 October**) – **No objections**

General

B/08/00966/LBC and B/08/00965/FUL – Hill House Farm, Wades Lane, Shotley, Ipswich – Conversion of barn and outbuildings into 6 no. holiday cottages and associated leisure facilities – **BDC Development Committee advised that they are due to carry out a site visit on 22 October 2008 at 10am** – No councillor available to attend

10. To receive nominations for Babergh Community Achievements Awards 2009 – Wendy Sadler was nominated for her work throughout the village – Cllr Bugg to complete forms for submission by Clerk.

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

11.1	Clerk's salary (6.9.08-5.10.08) = 50.5 hrs	£650.25
11.2	Clerk's expenses – paper, travel and subsistence	£185.20
11.3	RFO's salary (6.9.08-5.10.08) = 28 hrs	£332.36
11.4	RFO's expenses – incl subsistence	£74.24
11.5	Community Warden's salary (6.9.08-5.10.08) = 28 hrs	£252.00
11.6	Community Warden's expenses –	£47.52
11.7	Litter Warden's salary (Village) (6.9.08-5.10.08) = 20.5 hrs	£147.00
11.8	Jeremy Peters – editing of website	£96.00
11.9	Elmy Landscapes – grass cutting	£282.00
11.10	SALC – annual subscription - to be clarified	£tba

11.11	Cook's WasteKare Ltd – Skip for Bulls Field allotments	£88.50
11.12	Mr D Hazelwood – fee for rubbish clearance on Bulls Field allotments	£40.00
11.13	HMRC tax and NI – 2 nd quarter (direct debit)	£376.73
11.14	Jeremy Peters – website charges	£10.56
11.15	East of England Ambulance Service NHS Trust	£757.83
11.16	Cllr G Steel – travel expenses	£143.40

12. To consider correspondence received upto 16 October 2008 and any responses required (shown in bold)

- a. SPS – Community Planner Questionnaire for completion at October meeting – *copy passed to GS*
- b. IBC – Update re Local Government Review
- c. Chelmondiston PC – copy of their response to Boundary Committee – *copied to all cllrs*
- d. Dept of Communities and Local Govt – consultation on the making and enforcement of byelaws – comments are invited by 20 Nov 2008 – published on www.communities.gov.uk
- e. SCC – Certified copy of SCC (Parish of Shotley) (Various Roads) (Prohibition and Restriction of Waiting and On-Street Parking Place) Order 200- This relates to Bristol Hill area
- f. Town and Parish Standard – Sept 08 issue
- g. Barker Gotelee – Seminar on The Provision of Affordable Housing in Rural Areas at Bury St Eds 15 Oct 5pm.
- h. SALC – copy of their response re the Local Government Review in Suffolk
- i. SALC – AGM Annual Report, AGM Motions 2008, Minutes of 2007 AGM
- j. BDC – copy of their response re the Local Government Review in Suffolk
- k. BDC – Letter re Town and Country Planning (General Permitted Development) Order 2008 – this can be viewed at www.opsi.gov.uk/legislation. An interactive guide to householders is also available via the Planning Portal at www.planningportal.gov.uk
- l. SCC – Letter and newsletter updating on health and social care priorities in Suffolk.
- m. NATS – update on latest position re consultation into the TCN Airspace Change Proposal
- n. SCC – Suffolk Local Involvement Networks – copy of recommendations/presentation at recent public meetings.
- o. Suffolk Acre – Annual Review and Directors' report and financial statements for the year ended 31 March 2008 as presented at AGM on 2 October
- p. Stour and Orwell Estuaries Management Group – Forum 2008 Report
- q. SALC – Training and agenda papers for AGM 21 Oct 2008
- r. BDC – annual meetings with town and parish councils – Thurs 13 (east) and 27 Nov (west)
- s. NHS Suffolk – application for outline consent to dispense – the Gipping Valley Practice, Barham – our comments are being sought as one of their patients lives in Holbrook! Reply required by mid-November.

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

- 13.1 The school crossing sign left out of Orwell View Road needed attention – Clerk to contact SCC
- 13.2 A large "shed" had been erected at Blenheim on Bristol Hill – Clerk to ascertain if planning permission had been sought from BDC.

Meeting ended: 9.50pm

Date of next meeting: 20 November 2008 – Parish Meeting, 7.15pm Large Cttee Room