

Minutes of the Shotley Parish Council meeting held on Thursday 18 June 2009 at 7.15pm in the Large Committee Room, Shotley Village Hall

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

In attendance: Five members of the public, DC.Cllrs P Clarke and T Roberts and SC.Cllr D Woods – all for part of the meeting

Public Forum: The flooding of the pavement (after torrential rain) between East View Terrace and Over Hall Farm was reported as not having improved despite Highways having “sucked” out the drains – Clerk to contact Highways again. Speeding traffic along East View Terrace was brought up again – it was felt that this had been discussed at length in the past and nothing new could be done to alleviate the situation.

1. **To receive apologies for absence** – SNT (rest days), P.Cllrs Matthews (ill health), Brown and Ingram (work commitments)
2. **To receive Declarations of interest** - Cllr Steel declared a gift to the value of £5 (entrance to Sinfonietta event at Shipwreck)
3. **To receive reports from (if available):**
 1. District Councillor – It was reported that there were some delays in the completion of social housing in Kingsland due to electrical work; BDC had received a national award for litter picking; the Choice Letting scheme was up and running now; and SPC’s comments were sought with regard to the building of 2 x 2 bed houses on the car park at Kingsland – SPC felt that more consultation was needed before a view was formed.
 2. County Councillor – Cllr Wood was congratulated on his re-election; the extension to the footpath opposite East View Terrace should get underway sometime during the summer; and the Stour Estuaries Officer was being chased to provide an update on the Stour Footpath situation.
 3. Safer Neighbourhood Team – The May monthly report had been received – the Shotley figures indicated two crimes - one of criminal damage and the other of theft.
 4. Parish Plan Implementation Board – A meeting had been held recently; drawings had been prepared and quotes were awaited for the Village Hall kitchen project although it was thought there may be a shortfall in funds; on the Youth Project representations had been made to the BDC youth team to consult with PPIB before making big decisions; the website continues to get record hits – in excess of 13,000 a month and a “For Sale” and “Wanted” page had been set up.
 5. Shotley Community Emergency Plan – An article appeared in the Evening Star in early June re the Plan; the “Box” was now safely stowed in the Village Hall; and further links containing planning for emergencies would be posted on the website in July/August.
 6. Parish Clerk
 - BDC had advised of the Allocation of S106 Recreation Contributions (£9,174.78). There were strict guidelines as to how the parish could use this money. Basically SPC obtain quotations for any works required, BDC advise if the works fit the criteria and if so, SPC get the work done. BDC then inspect and reimburse if satisfied.
 - A Lloyd Road parishioner was in correspondence with BDC and SNT with regard to the removal of foliage growth behind his property at the Spinney for which BDC are responsible.
 - The Hedgerow Survey held on 3 June was very successful with over 20 kms of hedges being surveyed. The Environment Team, a friendly local

farmer and our tree warden worked alongside two councillors and the clerk and were thanked for their participation.

7. Responsible Financial Officer

7.1. The Locality Budget grant of £800 (Church Green Renovation) had been received and banked along with £15.00 allotment fees.

7.2. It had transpired that SALC were able to carry out internal audits for a smaller fee than Heelis & Lodge and it was agreed they be used for the 2008/09 audit.

7.3. The Parish Council reserves were as follows:

Community Account	£ 3153.69
Premium Account	£ 454.67
Tracker Account	£61038.60
Total:	£64646.96

Which includes earmarked reserves and funds:

Ganges Playground	£ 7500.00
Kingsland Playground	£ 7500.00
BELSP (SVH kitchen £7K – Tennis Courts £10K)	£17000.00
Grand Total:	£32646.96

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

8. Community Warden

- Litter is on the increase with the warmer weather
- Some fence top posts have been repaired
- The childrens' swing has been fitted at the Ganges play park, although sturdier shackles are to be fitted at a later date
- The main post on the vehicle gate at the Ganges play park will be re-fitted as it leaning
- Gate Farm Road sign has been knocked down and will be reinstated soon
- All grassed areas have been kept to a reasonable cut height.

3.9 Stour Footpath Group – The group were planning to build some trial groynes using two fallen oak trees and various other materials sometime in July. They were requested to contact the Suffolk Coasts and Heaths initially for advice prior to the commencement of works.

4. **To agree minutes of the Parish Council Meeting held on 21 May 2009** - The minutes were declared a true and accurate record and were signed as such by the Chairman.
5. **To agree minutes of the Review Meeting on 10 March 2009** - The minutes were declared a true and accurate record and were signed as such by the Chairman.
6. **Matters of report from minutes of previous meetings** - Church Green Renovation – An upto date schedule of costs had been passed to the Clerk. Works were well under way and would be well within budget.
7. **HMS Ganges: update**
 1. Reserved Matters (B/00/01318RES - 404 Retirement Homes) – Nothing new had happened on this. Still waiting on a highways meeting.
 2. To discuss response to Scoping Document re: B/08/00964/ENQ (Mixed use development) - Construction of i) 190no open market houses, ii) 30no affordable dwellings, iii) shops, cafes, business workshops in new and existing buildings (1300m2), iv) retirement community consisting 60 bed care facility 60 assisted living apartments and 70 sheltered housing units, v) a

health facility and vi) 28 bed guest house within existing building – *It had transpired that the scoping document had not be passed to SPC directly for consultation which appears to conflict with BDC’s “Statement of Community Involvement”. It was agreed that a letter be drafted to the head of planning asking how this sits with their own policy and government guidelines. It was also agreed that a chair’s briefings be set up with Haylink/ Galliard and a separate one with the Marina.*

3. Mast – No update from Haylink at all regarding progress. *It was agreed to contact BDC again and ask for an enforcement notice to be issued as this had now gone on too long – it was now some 15 months since part of the mast had come down.*

8. Planning matters

To consider response on applications received upto 12 June 2009 **and subsequently:**

1. B/09/00551/FHA – River View, Estuary Road, Shotley, Ipswich IP9 1PZ - Erection of first floor balcony – **No objections were raised**
2. B/09/00572/FHA – 28 Lower Harlings, Shotley, Ipswich IP9 1QE – Erection of a rear conservatory – **No objections were raised**
3. B/09/0575/FHA – 70 Kingsland, Shotley, Ipswich IP9 1NB – Erection of single-storey rear extension (existing outbuilding and store to be demolished) – **No objections were raised**

9. To consider funding applications from:

1. Shotley & Erwarton Good Neighbours Scheme – Requested £250 - to cover annual costs of mobile phone and insurance – **It was resolved to grant amount requested.**
2. Shotley Stour Footpath Renovation Group - Requested £80 - to cover costs of leaflet appealing for materials - **Deferred**
3. Shotley Athletics Club – Requested £92 - to cover costs of hire of hall – **It was resolved to grant amount requested.**
4. Optua – Leisure Service – Requested £150 - to help with running costs of leisure activities at RHS and Alton Water – **It was resolved to grant amount requested.**
5. Age Concern Suffolk – Requested £300 – towards costs of advice and information services – **It was resolved to grant £250.**
6. Shotley Youth Project – Requested £676 – to cover cost of hire of hall for one year. **It was resolved to cover the costs of hiring rooms in the hall until the end of September and to review the situation then when it was hoped a clearer idea of how to deliver the project was known.**
7. The Starfish Holiday Club – Requested £open – to cover cost of enrichment activities or to support the continued provision of childcare on the peninsula. – **It was resolved to grant £50.**

10. Nominations for SuffolkAcre Community Initiative Awards 2009 - None

11. **To consider response to Babergh Core Strategy** – A reply to be drafted for agreement via e-mail.

12. **To consider wording of public participation in meetings protocol** – Deferred due to lack of time.

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

13.1	Clerk’s salary (6.5.09-5.6.09) = 47.75 hrs	£553.73
13.2	Clerk’s expenses – stationery, refreshments for APM	£10.76
13.3	RFO’s salary (6.5.09-5.6.09) = 28 hrs	£340.48

13.4	RFO's expenses	£ -
13.5	Community Warden's salary (6.5.09-5.6.09) = 20.5 hrs	£189.00
13.6	Community Warden's expenses – Petrol	£5.00
7.	Litter Warden's salary (Village) (6.5.09-5.6.09) = 21 hrs	£147.00
8.	Tess Brown – editing of website	£90.00
13.10	SVHMC – Hire of main hall for Youth Film Show 26/5/09	£35.00
13.11	Strategic Continuity – writing of Community Emergency Plan	£150.00
13.12	Graham Brown – purchase of items for SCEP box	£ -
13.13	Waters Field Ltd – Materials for Church Green (2 invoices)	£628.40
13.14	Mel Matthews – refreshment costs for Youth Film Project and petrol for attendance at SALC Chair's training	£50.93
13.15	Abbotsbridge – Sleepers for Church Green Project	£219.55
13.16	Fenland Leisure Products – cradle seat for playpark (chg between meetings)	£140.42
13.17	Elmy Landscapes – grass cutting	£276.00
13.18	Elmy Landscapes – grass cutting (final cut)	£138.00

14. To consider correspondence received upto 18 June 2009 and any responses required

- a) SALC – Info service – LAIS 1280 – National Significant Infrastructure Planning Applications – **No response**
- b) Stour and Orwell Estuaries Forum 2009 – Invite to comment on new draft management strategy 26 June 1-4pm at The Venture Centre 2000, Lawford
- c) Tendring District Council – Our comments are sought on their Core Strategy Discussion document – issues and possible option. **No response**
- d) SCC – letter confirming that the remaining footpath orders have been certificated.
- e) BCT – Poster for “How fit and healthy is your group?” – free health check roadshows all over Babergh for community groups – *e-mail already circulated*
- f) BDC – briefing update on disposal of unused paint – *have requested electronic copy for website and noticeboard*
- g) Babergh East LSP – Grants for Voluntary and Community Groups paperwork

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

Meeting ended 10.55pm

Date of next meeting: 16 July 2009