

**Minutes of the Shotley Parish Council meeting held on Thursday 17 September 2009 at 7.15pm in the Large Committee Room, Shotley Village Hall**

**Present:** Councillors: R Wrinch (chair), J Catling, M Matthews, B Nichols and N Bugg,  
RFO: D Bedwell and Clerk: L Rowlands

**In attendance:** PCSO Trish Gibson

**Public Forum:** None.

1. **To receive apologies for absence** – SPC Cllrs G Steel and T Ingram (work commitments), G Brown and M Connell (personal), C.Cllr Wood (holiday), D.Cllrs P Clarke (personal) and T Roberts (work commitment).
2. **To receive Declarations of interest** – None
3. **To receive reports from (if available):**
  1. District Councillor – A report had been received by e-mail and circulated to all councillors – Contents were noted.
  2. County Councillor – A report had been received by e-mail and circulated to all councillors – Contents were noted.
  3. Safer Neighbourhood Team – The written report for August was not available as yet. PCSO Gibson however advised that there had been four crimes reported for August: one of criminal damage; one opportunist burglary in Queensland; one theft of batteries from Shotley Marina; and damage to a car (paint scratched) on Bristol Hill. Reports of anti-social behaviour again in Lloyd Road would be investigated. With Fireworks and Halloween celebrations coming around again, shifts would be altered to accommodate extra staff on duty. Plans were being made to transport interested youths to a “park core” event in nearby woods.
  4. Parish Plan Implementation Board – A meeting has been arranged for the end of September.
  5. Shotley Community Emergency Plan – No report available.
  6. Parish Clerk – A request to use the village sign as a basis for a logo had been received from the Shotley Ranges FC and a rough design had been agreed with the Clerk. Councillors were reminded that the Beachwatch event was on Saturday at 1-3pm on Saturday 19 September at Shotley Beach.
  7. Responsible Financial Officer
    - 7.1. Insurance Premium The insurance renewal had been received from Zurich. This included an offer to discount the premium by 10% (a saving of £102.36) if it was agreed that we renewed with them for five years. The RFO recommended that the Council do so. **It was resolved to renew for five years.**
    - 7.2. Village Hall Kitchen Refit – Further invoices had been received for kitchen appliances, units (incl fitting) and plumbing totalling £5,786.39. A cheque had been given to the SVHMC. The balance of the BELSP fund for the kitchen refit was now £123.73.
    - 7.3. The Parish Council reserves were as follows:

Community Account	£2,653.79
Premium Account	£454.73
Tracker Account	£56,941.93
<b>Total:</b>	<b>£60,050.45</b>
<u>Which includes earmarked reserves and funds:</u>	
Ganges Playground	£ 7,500.00

Kingsland Playground	£ 7,500.00
BELSP (SVH kitchen £5,910.12) (Tennis Courts £10K)	<u>£15,910.12</u>
<b>Grand Total:</b>	<b>£30,910.12</b>

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

### 3.8 Community Warden

- All grass areas have been kept to a reasonable cut height
- Litter has been constantly high probably because of the school holidays
- The fence around the tennis court has been damaged as it has been used as a climbing frame. It will be repaired next month.
- Both play parks require minor repairs which will be completed shortly. A more detailed play park report will be presented next month.

### 9. Stour Footpath Group

- Further questions from Village SOS (Lottery) application answered - awaiting outcome of Stage 1 application;
- Information received regarding erosion impact of Felixstowe South reconfiguration on Erwarton Bay and Shotley Marina. Additional dredging placements to be made to mitigate impact;
- On conceptual design work being done by Hawes Associates, verbal update as follows:
  - Westminster Dredging approached (they are working in Felixstow docks) - footpath job too small to be viable
  - In discussions with aggregates suppliers to establish a guide price for appropriate gabion fill material
  - In discussions with fabric suppliers
- Pursuing link with Stour and Orwell Estuaries Officer to assist in discussions with Statutory bodies

4. **To agree minutes of the Parish Council Meeting held on 20 August 2009** – A small alteration was made to the minutes and then declared a true and accurate record and were signed as such by the Chairman.
5. **Matters of report from minutes of previous meetings** –The owner of the dog fouling in Queensland/Kingsland had been reported to Babergh who had sent out a standard warning letter.
6. **HMS Ganges: update and to agree any actions in response to information received**
  1. Reserved Matters (B/00/01318RES - 404 Retirement Homes) – Two consultations had been received from Babergh regarding revisions to the road layout and the Management Plan. **It was resolved that a reply be drafted and agreed between meetings by councillors along the same lines as our previous objections to these matters.**
  2. Mixed use development (B/08/00964/ENQ – “Paragraph 29” application) – On seeking clarification from the developer on why this application had not been submitted as yet, we were advised that they were awaiting consent from Babergh on the Reserved Matters first, which was contrary to previous statements they had made. They were happy however to have a meeting with the Council once the result was in on the Reserved Matters.
  3. Mast – No further news.

## 7. Planning matters

To consider response on applications received upto 13 September 2009 **and subsequently:**

### Applications received from Babergh

1. B/09/00891/FHA – 42 Lower Harlings, Shotley, Ipswich IP9 1RP – Erection of single storey front extension – **No objections**
2. B/09/00983/TPO – 38 Great Harlings, Shotley, Ipswich IP9 1NY – Felling of 2 No. Pine Trees covered by Tree Preservation Order BT264 (This had not been added to agenda due to an oversight) – **No objections**

### Applications approved by Babergh

3. B/09/00878/FHA – Samphire, 1 Gate Farm Road, Shotley, Ipswich IP9 1QH  
Erection of two-storey side and front extensions and construction of pitched roof over existing garage
4. B/09/00832/FHA – 16 Tudor Close, Shotley, Ipswich, IP9 1PA - Erection of detached double garage (existing single garage to be demolished)

## 8. To authorise signing of cheques for payments previously agreed:

1.	Clerk's salary (6.8.09-5.9.09) = 40 hrs	£488.46
2.	Clerk's expenses – Printer ink	£6.66
3.	RFO's salary (6.8.09-5.9.09) = 34 hrs	£413.44
4.	RFO's expenses – stationery, postage and fuel	£25.58
5.	Community Warden's salary (6.8.09-5.9.09) = 19.10 hrs	£172.80
6.	Community Warden's expenses –	£ -
7.	Litter Warden's salary (Village) (6.8.09-5.9.09) = 22 hrs	£154.00
8.	Tess Brown – editing of website = 7 hrs to 10 Aug	£48.00
9.	SCC – photocopying charges	£15.00
10.	SVHMC – Hall hire charges for Shotley Youth New Crew	£78.00
11.	SVHMC – Kitchen refit (costs from BELSP funds)	£5786.39
12.	SCC – six months light maintenance and energy costs	£489.51
13.	J Peters – website internet charges	£34.43
14.	Zurich – Insurance renewal	£921.31

## 9. The Sustainable Communities Act Amendment Bill – to consider supporting the Early Day Motion No. 1545 – It was resolved to support this EDM.

## 10. To consider supporting removal/resiting of Royal Mail postbox outside Nether Hall, Ipswich Road – The Council felt there was insufficient justification to remove the postbox from its present position and therefore did not support this proposal.

## 11. To review the funding of venue costs for the Shotley Youth New Crew – It was noted that since the SYNC had moved operations to larger premises more youth were attending. It was therefore resolved to continue to fund venue costs (£10 per week) until the New Year.

## 12. To consider correspondence received upto 17 September 2009 and any responses required –

- a. MCS – Strandline newsletter summer 2009
- b. BDC – Babergh Tenants Forum letter of intro re the services they offer
- c. Environment Agency – coastlines newsletter summer 2009
- d. SPS – Suffolk View publication summer 2009
- e. Clerks and Councils Direct publication September 2009

- f. Hutchison Ports (UK) Ltd – invitation to LALC meeting at Harwich on Weds 23 Sept at 11am – *No one available*
- g. SALC – forthcoming courses – circulated by e-mail
- h. Suffolk Conference 09 - Greenest County Conference on 2 October 2009 – **It was agreed Cllr Steel would attend**
- i. BDC – Delivering Affordable Housing in Rural Suffolk – half day conference 9 Oct 9.30-12.30 + lunch at Blackbourne Hall Elmswell – **Clerk to attend**
- j. BDC – core strategy – how can BDC best involve our council in the next steps of the process

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

- 1. Flooding of the road at the dip prior to the Corner Garage had again occurred due to heavy rainfall. SCC Highways to be approached.

Meeting ended: 8.55pm

Date of next meeting: 15 October 2009