

**Minutes of the Shotley Parish Council meeting held on Thursday 16 April 2009 at
7.15pm in the Large Committee Room, Shotley Village Hall**

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

In attendance: C.Cllr D Wood (for part of the meeting)

Public forum: None in attendance

1. **To receive apologies for absence** – D.Cllrs T Roberts and P Clarke (other engagement), SP Cllrs G Brown (work commitment) and G Steel (holiday)

2. **To receive Declarations of interest** – None

3. **To receive reports from (if available):**

3.1. District Councillor – It was reported that Babergh had obtained a grant for improvements to Hadleigh Swimming Pool.

3.2. County Councillor – It was reported that plasterboard could not now be landfilled or collected at the local civic amenity facility, it could however still be deposited at Foxhall; and that there was money available to extend a school footway during the summer – further details to follow shortly.

3.3. Safer Neighbourhood Team – No apologies received or team member in attendance. It was also noted that no report had been received for the preceding month.

3.4. Parish Plan Implementation Board – The minutes of the February meeting had been received and circulated. The RFO confirmed that grants were being applied for and awaited outcomes.

3.5. Shotley Community Emergency Plan – A letter had been received from a farmer regarding access across a farm track in case of an emergency. Cllr G Brown to follow this up.

3.6. Parish Clerk – An increase in the village hall's user rates were noted and a change of date for February 2010's meeting; Over 70 children attended BDC's fun day at the Ganges playpark; a further "turn up and play session" would take place in May half term (26 May, 9-12 noon); the Shotley Film Project will be screening their film on Tuesday 26 May at 7pm at the Village Hall to which the whole community is invited. A discussion around "building bridges" will follow; the village organisations list is being updated in readiness for APM invites to be issued.

3.7. Responsible Financial Officer -

3.7.1. A decision as to whether to retain Heelis & Lodge's services as internal auditors to be made at next meeting. Recommendations were being sought re suitable candidates/firms to carry out the internal audit of SPC's accounts.

3.7.2. The CD/Rom supplied by the Tax Office had not worked this month, hence wages were gross for both the RFO and Clerk – this would be rectified next month.

3.7.3. VAT had been reclaimed amounting to £2,803.06 for 2008.

3.7.4. The Parish Council reserves were as follows:

Community Account	£1445.90
Premium Account	£454.61
Tracker Account	£45968.07
Total:	£47868.58

Which includes earmarked reserves and funds:

Ganges Playground	£7,500.00
Kingsland Playground	£7,500.00
BELSP (SVH kitchen £7K – Tennis Courts £10K)	£17,000.00
Grand Total:	£15,868.58

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

- 3.8. Community Warden
- Litter picking continues as usual
 - Outstanding jobs to be completed over the coming weeks include:
 - cut grass surrounding WI bench prior to “grand opening”
 - cleaning peeling paint from playframes and repainting
 - concreting in street signs
 - tidy mud/grass outside Kingsland PO
 - help with works up at Church Green
4. **To agree minutes of the Parish Council Meeting held on 19 March 2009** - 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**
- 5.1. Work had commenced in earnest at Church Green with railway sleepers and paving being installed.
- 5.2. The flooding on Ipswich Road had been reported to SCC.
- 5.3. Speeding surveys carried out in January 2008 were still considered current and no further funding was available for more surveys
- 5.4. Review meeting notes still to be written up
6. **To consider application for funding from the Babergh Arts Dept re the London Sinfonietta Orchestra Project to perform in Shotley** - Following receipt of further requested information it was resolved to grant a sum of £500 towards the project. It was noted that SPC's contribution would be acknowledged in publicity material.
7. **HMS Ganges: update**
- 7.1. Reserved Matters (404 Retirement Homes) – See 11.2 below.
- 7.2. Mast – No further news forthcoming from developer.
8. **Breached Stour River Path: update**
- 8.1. The Working Group would be meeting again on 21 April
- 8.2. A mission statement was being prepared
- 8.3. A stall at The Images event had been booked to air the “pictureboard” and let people know what was happening
- 8.4. The Environment Agency had confirmed that they had no responsibility for the footpath
9. **To consider grass cutting quotation** – deferred to next month as figures unavailable
10. **To receive nominations for SPC Community Achievement Awards** - It was resolved to nominate Ian Peters and Beverley Coleman. Further nominations to be agreed over next 14 days via e-mail.
11. **Planning matters: To consider response on applications received upto 12 April 2009 and subsequently:**
- 11.1. B/09/00324/FHA – 7 Rose Court, Shotley, Ipswich IP9 1PB – Erection of chimney – **No objections**
- 11.2. B/00/01318/RES – Former HMS Ganges Site, Shotley Gate, Ipswich IP9 – Submission of details under Outline Planning Permission B/88/01560/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.

(1) **Revised plans and information have been received. Our comment to include the following points:** Surprised that BDC are prepared to accept an ES that only meets the standard set by IEMA Grade C - "satisfactory despite omissions and inadequacies" and given the sensitive nature of the site adjacent to ecological areas of global significance, the historical heritage and the unsustainable location the highest standards should be applied. Errors and omissions described in previous correspondence have not been addressed and we remain of the view that the ES has not described in full the impact of this development – lack of young people in the demographic, education impact, no health assessment etc. Request sight of the letter of 6 June. Heads of Terms – no detailed observations at this stage suffice to say that of our requests only health has been included and request for the "workings out" on the amounts per home proposed. Details of what is proposed for Bristol Hill/Caledonia Road/Lower Harlings would be helpful. No travel or construction waste plans indicated.

(2) **We are asked to make relevant comment about the potential impacts of the development upon the Orwell and Stour Special Protection Areas** The SPC did not feel qualified to provide a detailed comment on the potential impacts. It could see no advantages or benefits to the environment.

11.3. B/09/00419/FHA – 59 The Street, Shotley – Erection of pitched roof over existing flat roof - **No objections**

12. **To approve accounts for 08/09 prior to internal audit** – Deferred as forms had not been forwarded from internal auditors

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

13.1.	Clerk's salary (6.3.09-5.4.09) = 44.50 hrs	£541.1
13.2.	Clerk's expenses – subsistence (Oct-Mar), paper, church mag sub, ink	£186.06
13.3.	RFO's salary (6.3.09-5.4.09) = 32.45 hrs	£394.59
13.4.	RFO's expenses – subsistence (Oct-Mar)	£57.50
13.5.	Community Warden's salary (6.3.09-5.4.09) = 16.45 hrs	£150.75
13.6.	Community Warden's expenses –	£ -
13.7.	Litter Warden's salary (Village) (6.3.09-5.4.09) = 20 hrs	£140.00
13.8.	Jeremy Peters – editing of website	£135.00
13.9.	Tess Brown – editing of website	£76.00
13.10.	BDC – Invoice for litter and dog bin emptying April to Dec 08	£461.4
13.11.	SALC – Attendance at Power of Wellbeing course for Clerk	£17.25
13.12.	Landsure – reclaimed railway sleepers (Church Green renovation) (a)	£221.38
	(2 cheques issued between meetings) (b)	£150.08
13.13.	SALC – Subscriptions for 2009/10	£583.20
13.14.	CS&G Plant Hire (Church Green Renovation)	£138.00
13.15.	SVHMC – Hire of large committee room Tues 10 March	£12.00
13.16.	BDC – Sinfionietta project	£500.00

14. **To comment on the Further Draft Proposals for Unitary Local Government in Suffolk** - It was resolved to respond with the following comments:

- Reiterate previous comments in favour of two unitary model
- Pleased to see that Lowestoft is to be retained within Suffolk
- Would like to see community boards kept small so as to be manageable ie all villages on the Shotley Peninsula making up one community board

15. **To consider correspondence received upto 16 April 2009 and any responses required**

- a) SALC – Information Service No. 1272 – Local Spending Reports; No. 1273 – S.76 Local Government Public Involvement in Health Act 2007 – Controversial Provision delayed; No. 1274 – Working Together: Public Services on Your Side – These are available on the SALC website

- b) The Boundary Committee – Structural Review of Suffolk: Further Draft Proposals
- c) SALC – Training schedule for 2nd Quarter
- d) SCC – Letter advising of restructuring arrangements regarding lighting and intelligent transport systems
- e) NHS Suffolk – Formal consultation on improving out of hours care
- f) Spinal Injuries Assoc – Details publicising fundraising event - The Great British Fish and Chip Supper on Friday 15 May 2009 – *Poster to be placed on noticeboard.*
- g) SVHMC – Village Hall Hire Charges from April 2009
- h) IBC – Letter re Local Government Restructure
- i) Mid-Suffolk District – Letter re Local Government Restructure
- j) Suffolk Age Concern – Gavin Hodge introducing himself as the new officer for Food n Friends clubs – *copied details to Cllr Matthews and Tessa Brown*
- k) Suffolk Acre – Invitation to a Conference “Vitalising Rural Communities for the 21st Century” 13 May – *Cllrs Matthews and Steel booked on*
- l) SCC – Changes to policy regarding plasterboard suffolk household waste recycling centre
- m) Information Commissioner's Office – DVD containing information on the Freedom of Information Act and Environmental Information Regulations
- n) BDC & Mid Suffolk – Information on the International Film Festival – the Wider Picture Project 2009 – for further information www.widerpictureproject.org.uk
- o) SCC and MSD – Local Govt Review – information and discussion events across Suffolk, dates from 1 – 28 April – more info www.suffolk.gov.uk
- p) MCS – 2008 Beachwatch results for Shotley and nationwide
- q) Suffolk Wildlife Trust – Spring 2009 Magazines and what’s on leaflet
- r) East Anglia's Children's Hospices – request for funds – *application for funds form sent for completion*

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

- 16.1 The feasibility of siting a Paypoint within the village was being investigated
- 16.2 The Community Warden to be asked to litterpick at Shotley Walk

Meeting ended: 9.15pm

**Date of next meeting: APCM - 21 May 2009
APM - 28 May 2009**

Key:

BCT = Babergh Communities Together	NALC = National Association of Local Councils PPIB =
BDC = Babergh District Council	Parish Plan Implementation Board
BELSP = Babergh East Local Strategic Partnership	SALC = Suffolk Association of Local Councils
CPRE = Campaign for the Protection of Rural England	SCC = Suffolk County Council
EEAPTC = East of England Assoc of Parish and Town Councils	SOS = Stour and Orwell Society
EERA = East of England Regional Assembly	SPC = Shotley Parish Council
ENCAMS = Environmental Campaigns	SPS = Suffolk Preservation Society
	SYCP = Shotley Youth & Community Project