

**Minutes of the Shotley Parish Council meeting held on Thursday 12 February 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, G Steel, G Brown and N Bugg, RFO: D Bedwell and Clerk: L Rowlands

In attendance: Two members of the public, D.Cllrs P Clarke and T Roberts, (all for part of the meeting)

1. **To receive apologies for absence** – D.Cllr P Clarke (illness)
2. **To receive Declarations of interest** – None
3. **To receive and co-opt nominee(s) for councillor vacancy** – Mr Bernard Nichols was nominated and seconded for co-option. All in favour.
4. **To receive reports from (if available):**
 - 4.1. District Councillor – Cllr Roberts reported that the Babergh budget was to be considered at next weeks meeting at 2.9% and that Babergh were looking for an IT champion for the village.
 - 4.2. County Councillor – Cllr Wood reported that a decision re the Local Government Review would be delayed until 15 July; that there would be elections in June; an initiative regarding the parking of lorries was underway; funding may be available for highway projects; the SCC budget was set at 2.45% and there was still funding available from the locality budget.
 - 4.3. Safer Neighbourhood Team – No representatives in attendance. It was noted that there was only one crime for January shown on the crime report circulated.
 - 4.4. Parish Plan Implementation Board – The new website manager advised that the handover had been delayed for various reasons although a meeting was arrange for this weekend in order to effect a smooth handover.
 - 4.5. Shotley Community Emergency Plan – To receive final plan and agree launch date – A “paper exercise” had been held recently for the benefit of the working party. The final plan was received by the Council and the launch date was agreed as 23 March. Cllr Brown agreed to act as spokesperson and would draft the press release.
 - 4.6. Parish Clerk – Jill Barton from The Shotley Project wished to give a presentation at the next parish council meeting. It was felt that she should consult with the PPIB initially, who would then feed back to the Council.
 - 4.7. Responsible Financial Officer
 - A risk assessment schedule would need to be agreed at the next meeting at the request of the auditors.
 - A Finance Working Party meeting would be held prior to the review meeting on 10 March.
 - The audit deadline had changed to June.
 - Liability insurance to be discussed at the review meeting

The Parish Council reserves were as follows:

Community Account	£4,925.58
Premium Account	£454.51
Tracker Account	£45,957.07
Total:	£51,337.16

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:	£19,337.16

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

4.8 Community Warden

- There was less litter possibly due to the weather
- Tree surgeon course would be attended at the end of the month
- WI seat had been installed near to Old Hall Road
- Flytipping paperwork and contact nos. had been received

5. **To agree minutes of the Parish Council Meeting held on 15 January 2009** - The minutes having been distributed beforehand were declared a true and accurate record and were initialled, signed and dated as such by the Chairman.

6. **Matters of report from minutes of previous meetings** – The graffiti letters were still outstanding – awaiting progress information from SNT officer dealing with the case.

7. **HMS Ganges: update**

7.1 Reserved Matters (404 Retirement Homes) – Babergh advised that the ES submitted with the application was being appropriately assessed by the planning officer who felt it was satisfactory but the marking up of text was ambiguous and needed clarification, which he is asking for. This would be the last request for an ES.

7.2 Mast – The developer confirmed that there were still preliminary enquiries and pre-contract negotiations that are still taking place between themselves and the contractors. They reiterated that the repair to the whole mast will take place as soon as arrangements are finalised.

8. **Breached Stour River Path: update** – A meeting had been held made up of interested parties from various statutory bodies and local people. Many ideas were discussed and a working party formed which accepted the task of taking this project forward. Clerk to compile notes of the meeting and e-mail same to working party. Cllr Ingram who attended the meeting agreed to act as SPC representative and report back as necessary.

9. **Kingsland/Post Office parking: update** – Babergh advised that they would not be willing to dispose of the land opposite the Post Office as this was intended as public amenity for the use by and benefit of all the public and would create a precedent. Clerk requested to progress with SCC further layby on The Street side of Kingsland PO.

10. **Church Green - To consider: removal and replanting of trees around green; provision of a dog litter bin; provision of a bollard; plans to resurface track and SPC contribution towards costs; adopting the BT payphone**

It was resolved to agree in principle to all works suggested subject to cost information being supplied to the Council by the Church Green Group at the next meeting (Clerk to look at dog litter bin and BT payphone costs).

11. **Planning matters**

To consider response on applications received upto 9 February 2009 **and subsequently:**

11.1 B/09/00015/FHA – 3 Kirkton Close, Shotley, Ipswich IP9 1QG – Erection of a rear conservatory – **No objections**

11.2 B/08/01590/FHA – 11 East View Terrace, Ipswich Road, Shotley, Ipswich IP9 1NT – Construction of vehicular access – **No Objections**

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

12.1	Clerk's salary (6.1.09-5.2.09) = 40 hrs	£486.13
12.2	Clerk's expenses – paper and stamps	£ -
12.3	RFO's salary (6.1.09-5.2.09) = 27 hrs	£328.32
12.4	RFO's expenses	£ -

12.5	Community Warden's salary (6.1.09-5.2.09) = 14 hrs	£126.00
12.6	Community Warden's expenses –	£ -
12.7	Litter Warden's salary (Village) (6.1.09-5.2.09) = 18.5 hrs	£129.50
12.8	Jeremy Peters – editing of website	£160.00
12.9	BDC – footpath rationalisation costs (chq issued between meetings)	£135.05

13. To consider correspondence received upto 12 February 2009 and any responses required

- a) Forest Heath/St Edmundsbury/Waveney District Councils – Leaflet and postcard re Boundary Committee recommendations – urging us to write to the SoS re a 3 unitary option – **no action**
- b) BDC – Local Govt Review and Community Boards – invitation to participate in a small working group of town and parish council reps 18 Feb – NOW CANCELLED due to Secretary of State having changed the deadline for receiving recommendations from the Boundary Committee from 13 Feb to 15 July – **noted**
- c) SPS – programme of events 2009 – **noted**
- d) BDC – leaflets and posters re the Freedom Programme – a programme for women who are or have been in an abusive relationship – **posters put up in village hall**
- e) BDC – How to bring extraordinary arts into your community – a one day seminar 26th March – **noted**
- f) Suffolk Hedgerow Survey Newsletter Winter 2008 – **noted**
- g) BDC – Spring Clean Suffolk 2009 – **resolved to participate again – date to be confirmed**
- h) NHS Suffolk – Application granted for outline consent to dispense - **noted**

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

- 14.1 Village Hall Management Committee AGM on 11 march 2009
- 14.2 Police had been informed and attended at Ganges Wood as knives were seen to be used in the vicinity.
- 14.3 Cllr Steel had attended a briefing for parish councils on the 2012 olympics and gave a short verbal report.

Meeting ended 9.12pm

Next meeting: Review – 10 March 2009
 Council - 19 March 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 = Sour 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