

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

**Present:** Councillors: M Matthews (chair), G Brown, T Ingram, B Nichols, G Steel, and N Bugg, RFO: D Bedwell and Clerk: L Rowlands

**In attendance:** None

**Public Forum:** None

1. **To receive apologies for absence** – SNT (rest days), SPC Cllrs J Catling (holiday), M Connell and R Wrinch (other engagements), BD Cllr P Clarke (ill health), SC Cllr D Wood (other commitment)
2. **To receive Declarations of interest** - None
3. **To receive reports from (if available):**
  1. District Councillor – No report available.
  2. County Councillor – No report available.
  3. Safer Neighbourhood Team – No SNT members available to attend the meeting. The monthly report for June was read out showing six crimes for the period: two of criminal damage; three of theft and one of theft with common assault and battery
  4. Parish Plan Implementation Board – No meeting recently. No news re the youth project.
  5. Shotley Community Emergency Plan – No report
  6. Parish Clerk – Post Office parking problems to be on next agenda.

3.7 Responsible Financial Officer

3.7.1 The accounts are with the internal auditor. An extension had been requested and granted from the external auditor.

3.7.2 Two cheques for fees for allotments had been received.

3.7.3 The Parish Council reserves were as follows:

Community Account	£ 263.97
Premium Account	£ 454.67
Tracker Account	£61038.60
<b>Total:</b>	<b>£61757.24</b>

Which includes earmarked reserves and funds:

Ganges Playground	£ 7500.00
Kingsland Playground	£ 7500.00
BELSP (SVH kitchen £7K – Tennis Courts £10K)	£17000.00
<b>Grand Total:</b>	<b>£29757.24</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.
- The graffiti wall has been repainted - using up old cans of paint
- Litter is still up on usual quota
- Dog owners seem to be letting their dogs foul anywhere again
- Bottles have been smashed on the tennis courts again.

3.9 Stour Footpath Group – A trail groyne had been attempted but as the foreshore was too soft, this unfortunately failed; a formal report needs to be obtained outlining work required

prior to applying for funding – a contractor has been approached to provide costing; as soon as contact details are available the group will formally inform statutory bodies of long term intentions. The SPC urged the Group to seek all necessary permissions and permits and to establish a working relationship with the statutory authorities prior to undertaking any work on the foreshore.

4. **To agree minutes of the Parish Council Meeting held on 18 June 2009** - The minutes were declared a true and accurate record and were signed as such by the Chairman.
5. **To agree minutes of the Extra Council Meeting held on 28 May 2009** - Deferred
6. **Matters of report from minutes of previous meetings** - None
7. **HMS Ganges: update and to agree any actions**
  1. Reserved Matters (B/00/01318RES - 404 Retirement Homes) – There was a possibility this was going before the Development Committee on Aug 26. BDC Cllr to be contacted to highlight the lack of time for SPC to respond bearing in mind we have not had a copy of the appropriate assessment on which to comment. We would now be allowed to speak for five minutes at the meeting and four speakers for and four against can speak for three minutes each. If we are going to the meeting BDC would need to be informed.
  2. Mixed use development (B/08/00964/ENQ – “Paragraph 29” application) – A letter to BDC planning had been drafted and subject to minor amendments was agreed.
  3. Mast – No update available, chasing e-mails had been sent to Haylink and Babergh since last meeting but no replies received.
8. **Planning matters**

To consider response on applications received upto 12 July 2009 **and subsequently:**  
**Applications received:** None  
**Applications approved by Babergh:**

  1. B/09/00551/FHA – River View, Estuary Road, Shotley, Ipswich IP9 1PZ - Erection of first floor balcony
  2. B/09/00485/FHA/AS – 76 Great Harlings, Shotley, Ipswich IP9 1NY – Erection of a rear conservatory
  3. B/09/00496/LBC/ETR – The Corn Barn, Shotley Hall Barns, Church Walk, Shotley, Ipswich IP9 1DN – application for listed Building Consent – replacement of rear ground floor window with door.
  4. B/09/00545/FHA/AS – Altona, Estuary Crescent, Shotley, Ipswich IP9 1QA – Erection of single-storey rear extension, single-storey front extension to existing garage and conversion of part existing garage to form additional living accommodation
9. **To consider funding application from Shotley Village Hall Management Committee** – Papers not received, deferred to August meeting.
10. **To consider response to Babergh Core Strategy** – The draft response was considered and subject to minor alterations, agreed.
11. **To consider wording of Public Participation in Meetings Protocol** – Deferred to allow further time for councillors to consider wording.
12. **To authorise signing of cheques for payments previously agreed:**

1. Clerk’s salary (6.6.09-5.7.09) = 40 hrs	£488.60
2. Clerk’s expenses – stationery	£13.29
3. RFO’s salary (6.6.09-5.7.09) = hrs	£344.49
4. RFO’s expenses –	£39.90
5. Community Warden’s salary (6.6.09-5.7.09) = 22.10 hrs	£198.00
6. Community Warden’s expenses –	£18.21

7. Litter Warden's salary (Village) (6.6.09-5.7.09) = 21.50 hrs	£150.50
8. Tess Brown – editing of website = 6 hrs to 10 July	£48.00
9. Graham Brown – purchase of items for SCEP box	£ -
10. Grasscutting invoice	£ -
11. BDC – Lease of land at Kingsland	£25.00
12. HMIC – Payment of Tax and NI for first quarter	£99.00

**13. To consider correspondence received upto 16 July 2009 and any responses required –**

- a. Thank you notes from: Starfish Holiday Club, Optua, Age Concern, Good Neighs (e-mail)
- b. Babergh Ganges News No. 6 – *circulated to cllrs and website*
- c. Communities and Local Government – copy of letter to the CEO's of Norfolk and Suffolk re the Secretary of State's approach to decisions in relation to proposals for unitary structures in those counties – *circulated to cllrs and website*
- d. The Ipswich Hospital – consultation document about becoming a Foundation Trust – various public meetings being held throughout July and August - **deadline for comments 8 September – to go on August agenda**
- e. SOS – Members newsletter No 7 – June 2009 – *circulated to cllrs*
- f. SCC – Passenger Transport Newsletter – Jul-Oct 09
- g. Suffolk Link – Local Involvement Network – Newsletter and appeal for volunteers to collect information on local services and activities
- h. Clerks & Councils Direct July 2009 issue
- i. Felixstowe South Reconfiguration newsletter June 09 – *e-mailed to cllrs and website*
- j. SALC – 2009 training courses – 3<sup>rd</sup> quarter
- k. Holbrook High School - Specialist Update summer edition
- l. SALC – copy letter re removal of services from Ipswich Hospital
- m. SCC – notes of a meeting with EDF re street lighting – **to be passed to RFO**
- n. Suffolk Coast and Heaths – Beachwatch Big Weekend 2009 – 19&20 Sept – **it was agreed to participate again on 19<sup>th</sup> - time to be confirmed.**

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

1. Cyclists had been seen to be behaving dangerously on the grass wedge near the Corner Garage and had apparently scratched a car – **SNT to be informed**
2. Flytipping had occurred near the school – next time this occurs, BDC/Environment Agency to be informed so as to try and identify culprits.
3. There had been a complaint from a parishioner regarding parents parking outside the school. It was felt that no action required as long as no infringement was being caused of the zigzag lines or contravening of the school crossing patrol.

Meeting ended: 8.45pm

Date of next meeting: 20 August 2009