

**Minutes of the Shotley Parish Council meeting held on Thursday 21 January 2010 at
7.15pm in the Large Committee Room, Shotley Village Hall**

Present: Councillors: R Wrinch (chair), M Matthews G Anderson, J Catling, G Brown (first part of meeting only) and N Bugg and Clerk: L Rowlands and RFO: D Bedwell

In attendance: BD Cllrs P Clarke and T Roberts, PCSO Trish Gibson, one member of the public

Public Forum: Various questions were asked of PCSO Gibson by a member of the public.

1. **To receive apologies for absence** – SPC Cllrs T Ingram (travel issues), G Steel (other engagement) and Bernard Nichols (family commitment) and SCC Cllr D Wood (holiday).
2. **To receive Declarations of interest** – None.
3. **To receive reports from (if available):**
 1. District Councillor – Verbal report given to meeting regarding parking charges being introduced in Hadleigh and Sudbury and reiterating Babergh's stance re Local Government Review.
 2. County Councillor – Report received by e-mail and circulated to councillors.
 3. Safer Neighbourhood Team - There was to be an SNT Panel Meeting at Capel St Mary on 17 February; five crimes were reported for December; two Section 59 notices had been issued to persons using their cars in an anti-social manner; potentially dangerous parking by residents on the bend of Kitchener Way opposite Blake Avenue will be investigated and a joint SNT/PC letter issued if appropriate
 - 3.1. To consider funding village hall hire costs for surgeries – Deferred due to lack of paperwork.
 - 3.2. To complete questionnaire from Suffolk Constabulary – Answers agreed and form completed.
 4. Parish Plan Implementation Board – No report available.
 5. Shotley Community Emergency Plan – Cllr Brown reported that he had recently attended two workshops organised by the Suffolk Joint Emergency Planning Unit regarding the re-launch of emergency planning for town and parish councils. Our Plan was being used as an example of what a parish council can achieve. A second "paper exercise" of the SCEP will be carried out in the summer.
 6. Parish Clerk – During the recent snowy conditions, on request, Suffolk Highways provided a small amount of grit for spreading on footpaths. A note of volunteers' names is to be kept by the Clerk in the event of any incident.
 7. Responsible Financial Officer
 - 7.1. To consider and agree budget in preparation for Precept – **It was resolved to agree the budget**, after some amendments and additions, for 2010/2011 and to **set the precept at £44,323.99.**
 - 7.2. The Parish Council reserves were as follows:

Community Account	£ 3,496.20
Premium Account	£ 454.79
Tracker Account	<u>£63,013.15</u>
Total:	<u>£66,964.14</u>

Which includes earmarked reserves and funds:

Ganges Playground	£ 7,500.00
Kingsland Playground	£ 7,500.00
BELSP (Tennis Courts £10K)	<u>£10,000.00</u>
Grand Total:	<u>£41,964.14</u>

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

- 3.8 Community Warden
- Glass still an ongoing issue at the tennis courts
 - Litter levels down due to snowy conditions
 - Minimal snow clearance carried out
9. Stour Footpath Group – No report available.
4. **To agree minutes of the Parish Council Meeting held on 17 December 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** – None.
6. **HMS Ganges: update and to agree any actions (if appropriate) in response to information received**
1. Reserved Matters (B/00/01318RES - 404 Retirement Homes) – to report on Babergh Development Committee’s decision of 20 January 2010 – Following Babergh’s decision to refuse planning permission for this development due to proposed western boundary buildings being of an inappropriate design and height bearing in mind their proximity to the existing Nelson building, it was resolved to “watch and wait” to see if Haylink are of a mind to appeal before taking any further action. Haylink have six months to put in an appeal.
 2. To consider making a donation towards the cost of obtaining legal advice regarding the Reserved Matters application – Deferred as no paperwork available
 3. Mixed use development (B/08/00964/ENQ – “Paragraph 29” application) – No news
 4. Mast – update – No news
7. **Planning matters**
To consider response on applications received up to 21 January 2010 **and subsequently:**
Applications received from Babergh - None
Applications approved by Babergh – None
8. **To authorise signing of cheques for payments previously agreed:**
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| 1. Clerk’s salary (6.12.09-5.1.10) = 39.25 hrs | £482.34 |
| 2. Clerk’s expenses – broadband/telephone costs and stamps | £83.28 |
| 3. RFO’s salary (6.12.09-5.1.10) = hrs | £340.48 |
| 4. RFO’s expenses – | £nil |
| 5. Community Warden’s salary (6.12.09-5.01.10) = 11.10 hrs | £100.53 |
| 6. Community Warden’s expenses – | £nil |
| 7. Litter Warden’s salary (Village) (6.12.09-5.1.10) = 19.5 hrs | £136.50 |
| 8. Tess Brown – editing of website = 3.15hrs to 14 Jan | £26.00 |
| 9. Matt’s Tree and Grass Garden Services | £137.50 |
| 10. SVHMC – hire of room on 16 Nov for interviews etc | £13.00 |
| 11. SCC – street lighting maintenance and energy costs Oct 09-Mar 10 | £462.28 |
| 12. CS&G Plant Hire – materials for Church Green renovation | £50.99 |
9. **To consider contribution towards cost of signing to Museum and Marina** – It was reported that the Marina felt the sign was unnecessary and would not therefore contribute to the cost. It was resolved therefore to only contribute half the cost if the sign omitted the Marina or a third of the cost if the Marina and the Museum each funded a third.

10. **To consider the purchase and siting of grit bins** – It was resolved to purchase two grit bins initially and site one at either end of the village. Clerk to research costs and types in time for next meeting.

11. **To consider correspondence received up to 21 January 2010 and any responses required – No comments**

- a. Suffolk Acre – notification of new address – *advised RFO, cllrs and Footpath Group*
- b. SCC – Open Weekend in Suffolk – celebrating the London 2012 Olympics – up to £500 grant for any group or organisation organising a sport or cultural event in Suffolk
- c. BDC – Christmas bin collections and tree recycling – *details placed on website*
- d. Holbrook High School – Thank you letter for supporting one of the awards at the presentation evening
- e. BDC – Tree and shrub planting for winter 2009/10 – Ganges Road open space
- f. Marine Conservation Society – Strandline magazine Autumn 2009
- g. BDC – advising of the allocation of S106 recreation contributions of £9,174.78 (previously advised)
- h. BELSP - media release – local groups get welcome cash boost
- i. Suffolk Shoreline Management Plan update
- j. Sustainable Communities Act – update and request for further action
- k. Suffolk ACRE – Next Generation Broadband – campaign for faster broadband in Suffolk – *details passed to website and clerk to log SPC's interest*
- l. SALC LAIS 1288 – abolition of cheques – what is in this for local councils? – *details e-mailed to councillors and RFO*
- m. SALC LAIS 1289 – planning and national policy statements programme – for info only – *e-mailed to cllrs*
- n. Clerks & Councils Direct publication for January 2010
- o. Suffolk ACRE – consultation regarding services offered by the Post Office – deadline 14 February 2010
- p. SALC – proposal to remove the exemption for voluntary and community groups from having to pay a license fee to play music – for further info – visit www.ipso.gov.uk
- q. BDC – Media Releases – BDC and Mid Suffolk Councils merging some services; disruption to waste collection services; Sudbury litterbug £495 out of pocket; Babergh celebrates its youngest ever community heroes;
- r. SALC – LAIS 1287 – Local Government Financial Statistics - for info only – *e-mailed to cllrs*
- s. SALC – LAIS 1286 – Strategy for Lorry Parking Provision in England - for info only – *e-mailed to cllrs*
- t. SALC – LAIS 1265.1 – Member-Officer Protocol - for info only – *e-mailed to cllrs*

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

1. Clerk to write to SCC thanking them for the timely snow clearance
2. Chelmondiston village hall was holding a quiz evening and they were looking for teams.
3. The Village Hall's AGM was to be on 10 February at which a new booking secretary would be announced.
4. This year's Shotley Quiz was to be held on 27 February at the village hall and Cllr Catling was looking for volunteers

Meeting ended: 9.30pm

Date of next meeting: 25 February 2010

