

Shottisham Parish Council

Minutes of a Meeting held on Tuesday 8th March 2016 at Shottisham Trust Hall

Present: Chairman Mike Hazelwood, Cll J Fletcher, Cll L Dautzenberg

Attendees: District Cll C Block, Acting Clerk J Webb, three members of the public

1-8/03/16 Chairman's Welcome and Apologies for Absence Apologies received from Cll K Dunnett and Cll N Good

2-8/03/16 Public Forum: Enquiry received about whether the minutes of SPC were sent to the Ipswich Record Office. Clerk to ascertain.

3-8/03/16 Reports:

- a) **Suffolk CC** None received:
- b) **Woodbridge SNT:** Report from Karen Claburn received on 10th March. Local crime figures can now be seen on <https://www.police.uk/>. From 4th April the mobile police station will no longer be visiting villages on a time-tabled basis. Police officers and PCSO's will no longer "own" villages. Parishioners can dial 101 to ask for advice or to report a problem such as speeding vehicles in the early hours etc. Other non emergency crimes can be reported online. Woodbridge police station will no longer be open to members of the public and the station will no longer be accepting lost property. The nearest station which remains open to the public is Ipswich.
- c) **SCDC Report (delivered at 8.30pm)**
 - SCDC and Waveney District Council are going to be merged in 2019 making it the largest district council in the country. Boundary review of district wards will take place to even out the size of wards from both areas with a probable loss of councillors overall. An office in Lowestoft will be kept for administering the northern part of the county in addition to the new SCDC offices currently being constructed opposite Melton Station. Greater devolution of powers is expected so big changes are anticipated.
 - CB apologised for the misunderstandings relating to the banner on the hedge outside the Trust Hall which was stolen. In future the WI will only accept banners advertising local charitable events
 - The first tranche of trees for the Community Orchard have been planted. These included apple/pear/greengage and plum trees, all sponsored by local residents. Deer guards and a bench will be bought with the money left over. The WI may ask for more money from SPC next year for additional trees.
 - The future governance of the Trust hall is under discussion as the WI is finding it difficult to maintain it in the long term. Possibility of a Shared Trust. A new toilet block is needed and advice is being given by a retired architect.
 - Bawdsey PC is considering a Neighbourhood Plan jointly with Alderton.

4-8/03/16 Councillors' Declaration of Interest: None

5-8/03/16 Signing of Minutes: Minutes of regular PC meeting of January 2016 were duly signed off by Chairman M Hazelwood as an accurate record.

6-8/03/16 Clerk's report: This and all other documentation relating to the Parish Council can be seen on the Shottisham Village website shottisham.onesuffolk.net in accordance with the new Transparency laws.

7-8/03/16 Financial Report

1. **Current Account:** £6,733.08
Savings Account 1: £1,665.18
Savings Account 2: £192.79

8-8/03/16 Financial matters:

- a) **Update on banking accounts:** Barclays have not sent the relevant forms needed to change bank accounts. Council approved opening a Treasurer's Account with Santander with three new signatories. Clerk requested to pick up relevant forms from the Santander branch in Ipswich. (Hard copies of forms are not available. Business banking is done online with a customer manager from the Ipswich branch)
- b) **Signing of cheques**
 - i. Clerk's wages £335.50

9-8/03/16 To approve FSO: The updated FSO were reviewed and confirmed. Both SO and FSO will be put on the village website.

10-8/03/16 To wind up sub-committee of the Sorrell Horse. Since there is no longer any need for this committee, it was proposed to wind it up. Proposed by MH and seconded by JF. Motion was carried.

11-8/03/16 Cooption of two Councillors: Owing to the fact that two parish councillors were not present, it was decided to postpone this item until the Annual Parish Meeting on 12th April. Three names have been received for two places. It was hoped to conduct interviews for a new clerk on the same day.

12-8/03/16 To review Highways Issues including Speeding:

- **Traffic calming measures on Ford Hill:** Chair MH has received confirmation of a start date from Highways Dept of SCC of the works on Ford Hill. The works which have been delayed for a year will start on 18th April 2016 and will not require a contribution from SPC after all. Regarding the question of whether to buy white gates at the start and end of the village, these have apparently not made any difference to speeding in Chillesford. Costs are being sought nevertheless.
- **Speedwatch:** MH had a meeting with Serg. Scott Cullum and six sites were identified for monitoring speeds. They will have to be sanctioned by the traffic police. Following a note in the Newsletter, one volunteer contacted SPC to act as a monitor. Sgt Cullum also suggested moving the 30mph further up the road towards Hollesley but this will also have to be sanctioned by Highways. MH contacted the clerk of Bromeswell PC and suggested the two parishes collaborated, sharing the cost of a speed gun. Bromeswell PC is buying a VAS (Vehicle Activation Sign) which has a smiley face to indicate speed compliance. There is a possibility of sharing this facility also. MH is to meet up with Bromeswell Clerk to firm up details. Clls agreed to sanction this collaboration.

13-8/03/16: Site Allocations: Since SCDC discounted the two sites proposed by SPC, Clerk wrote to Desi Reed asking for clarification regarding the six new houses Shottisham has asked for. Talks

ensued between Andy MacGibbon of SCDC and MH. The site opposite the Sorrell Horse, which is owned by the pub, has been proposed as offering the greatest benefits. There is no problem with the sight line. It could also encompass additional car parking needed by the SH as well as affordable housing. The site east of Heath Drive has been discounted due to the narrowness of the road at that point and the winding nature of that stretch of road. The possibility of a footpath from Heath Drive down through the proposed development would make it safer for the residents than walking on the road down to the village. It is outside the village envelope and would therefore be an exceptional site. An agreement with the SH would be necessary. Ideally, a housing association would be approached to develop the site. Chair MH proposed pursuing talks with Saffron Housing for a mixed development of 6 houses including affordable. Seconded by LD and carried unanimously. Talks will have to take place with the Conservation Officer of SCDC as well as with the trustees of the Sorrell Horse. Cll JF offered to take part in discussions with the Chair of the SH, Paul Venediger. The Site Specific Papers are currently going through Cabinet prior to being sent to the Planning Inspectorate.

14-8/03/16 Update on playground issues including rabbit fencing: MH advised a new ROSPA report for 2016 may be desirable. However it may be that the inspection team have already been in the area. The last ROSPA report of 2014 will be reviewed at May's Annual Meeting of the Council. The weather has been too bad for inspection of rabbit fencing but will be undertaken by MH and JF.

15-8/03/16 Queen's 90th birthday celebrations: The possibility arose of joining forces with the Big Lunch which takes place on the same weekend as the Queen's birthday celebrations in June but it was felt they should be separate. A street party on the playing field has also been mooted. The Parish Council has looked into purchasing a commemorative mug for the village children personalised with the Shottisham logo on it. Councillors voted to buy 108 mugs for this purpose. It was also suggested that a photograph of the whole parish should be taken in the churchyard as a historical record. This could be sent to the queen with a message of congratulation from the village.

16-8/03/16 Date of the Annual Parish Meeting: Council appointed Tuesday April 12th. MH asked CB if the WI could do refreshments for this village event.

17-8/03/16 To approve setting up WG to develop the Village Website: Cll JF will ask interested people in the village to join him to develop the website. Mike Page has agreed to take an aerial view of the village for the site. Clerk will share information and put up temporary picture of the village on the Home page.

18-8/03/16 Matters to be brought to the attention of the council: None

Date and Time of next meetings: APM April 12th and AGM 10th May at 7.30 at the Trust Hall.

Chairman