

**Shottisham Parish Council**

**Minutes of meeting held on Tuesday 8<sup>th</sup> November at Trust Hall**

Present: Chairman Mike Hazelwood, Cllrs Nigel Good, Jay Fletcher

Attendees: CC Andrew Reid, Acting clerk Joy Andrews, Lesley Roberts

**1-08/11/16: Public Forum** – No members of the public were present.

**5-08/11/16: SCC report** –

- i. Cllr Andrew Reid stated that it had just been announced that Rock Barracks will be closing in 2027. There are currently 500 soldiers and their families there and their leaving will have a significant impact on the local area. AR will be having discussions with MP Therese Coffey and SCDC regarding the future use of the site.
- ii. Devolution – Several Norfolk District Councils have voted against this but most Suffolk councils have voted in favour. Norfolk and Suffolk County Councils will vote later this month.
- iii. EDF will be starting the consultation on Sizewell C on 23 November which will run until 3 February 2017. AR will keep parish councils informed and will need feed-back on their views.
- iv. AR requested a list of issues which have been raised with Highways and are still outstanding. **(Action MH)**
- v. AR asked the chairman to send him an email with details of the surface water drainage problems from Heath Drive to Ketts Walk and beyond. **(Action MH)**
- vi. AR noted that money from his grant fund for roadworks had not been needed.
- vii. AR stated that there is still money available in his grant fund for projects in the parish.

Cllr Andrew Reid left the meeting at 7.55p.m

**2-08/11/16: Chairman's welcome and apologies for absence**- The chairman had received apologies from Cllrs. Kevin Dunnett and Sally Loader.

**3-08/11/16: Councillor's Declaration of Interest** – There were no declarations of interest.

**4-08/11/16: Signing of minutes** – The minutes of meeting held on 13<sup>th</sup> September 2016 were signed as a true record.

**6-08/11/16: Finance report** – Current account: £9322.89 (remainder of precept £2133 rec'd)

Savings account1: £1670.52

Savings account 2: £193.41

**7-08/11/16a: Financial matters** – The new signatory on the bank account is not yet in place. **(Action MH and KD)**

**7-08/11/16b: Signing of cheques** –

i.	Trans to Diana Bickerton (rec'd from SCDC)	£300.00	chq no. 010
ii.	Temporary clerk for Sept meeting	£30 .00	chq no. 011
iii.	RoSPA playground inspection	£109.20	chq no 012
iv.	Community Action Suffolk ( web server)	£60.00	chq no. 013
v.	Jay Fletcher – online purchase of football nets	£63.60	chq no. 014

**8-08/11/16: Highways issues** – MH read out the main points of a contract received from Rendlesham Parish Council regarding the Speedwatch equipment. One or two points regarding the term 'excess' need clarifying and then it will be circulated to all councillors via email **(Action MH)**

**9-08/11/16: Planning Matters** – It was agreed to send a letter to the owners of The Sorrell Horse to instigate formal discussion re the building of affordable housing on the field opposite the public house. **(Action clerk/MH)**

**10-08/11/16: Playground issues and RoSPA inspection** - a number of issues were highlighted by RoSPA but these were mainly low risk. Councillors agreed to meet on site during November to deal with these. It was agreed to ask J. Buswell for a quote to cut the grass on the dog field. **(Action MH)**

**11-08/11/16: To appoint clerk** – The position of clerk to the council was offered to and accepted by Lesley Roberts. The chairman will meet with Lesley to agree terms of contract which will be ratified at next meeting. LR agreed to attend the next available training course for new clerks run by SALC.

**12-08/11/16: Casual Vacancies** – The timescale for advertising the 2councillor vacancies does not end until 30 November. Some interest has been shown.

**13-08/11/16: Dog Bins** – It was agreed to procure another dog bin to be erected near Heath Drive.

**14-08/11/16: Proposed actions from Parish Plan** – postponed until next meeting.

**15-08/11/16: To consider Budget for 2017** – postponed until next meeting.

**16-08/11/16: Review of Standing Orders/Financial Orders** – postponed until next meeting . The chairman asked councillors to look at these in advance of meeting and to share any proposed amendments via email.

**17-08/11/16: Matters to be brought to the attention of the Council** – The chairman and the clerk agreed to attend the Budget Liason meeting at SCDC.

The meeting closed at 9.00 p.m.

Signed.....

Date.....