

Shottisham Parish Council
Minutes of the Meeting held on Tuesday 16th July 2019
at Shottisham Trust Hall

Present: Chairman R Kay (RK), Cll P Widdup (PW), Cll P Southgate (PS) and Cll P Bouscarle (PB)
Attendees: Cll J Mallinder (JM), Clerk L Roberts (LR) and five parishioners.

1-16/07/19 Chairman's Welcome and Apologies for Absence:
Apologies received from (SCC) Cll Andrew Reid.

2-16/07/19 Public Forum:

Two concerns raised by a parishioner via email were discussed as follows:

- Could the parish council request that the tree in Corner Cottage's front garden is pruned back as it is currently overhanging so far over the road that cars are having to move to the other side of the road to avoid it? The tree in question was trimmed back before the meeting so this request is no longer relevant.
- Could we please have some sort of signage to make campers aware that they cannot access the campsite via Church Lane? There have been a number of occasions where camper vans and caravans have found their way down to the bottom of the lane and have had to be aided to get them turned around. This has in turn caused numerous damage. Councillors discussed possible positions for signage but could not come up with anywhere suitable. They have agreed to ask the parishioner to monitor the situation over the next three months to see how big the problem is before deciding on what action to take.

Several parishioners expressed concern about how overgrown some of the local footpaths are and enquired as to who was responsible for cutting them back. It was agreed that most of the responsibility lay with the Broxsted Estate. Comment was made that Adeane's land is starting to get quite overgrown again too.

3-16/07/19 Councillors Declarations of Interest:

Cll P B declared that he has an interest in an agenda item that was coming up in Any Other Business because he is a shareholder in the Sorrel Horse pub. It was agreed that this would not preclude him from the discussion as it did not have any financial implications for him.

4-16/07/19 Signing of APM and AGM Minutes:

The minutes of the Annual Parish Meeting and the Annual General Parish Council Meeting held on the 14th May 2019 were duly signed off by Chairman RK as accurate records.

5-16/07/19 SCC and ESC Reports:

a) SCC Report

A written report was received from Cll AR (SCC) who sent his apologies. Highlights from the SCC June Newsletter include:

- New electric vehicle charging points to be installed in Suffolk.
- Conversations start as council seeks solutions to bus funding challenge.
- Why the news of health visitor cuts is not the whole story.
- Suffolk's Health and Wellbeing Board has committed to tackling poor mental health in Suffolk.
- Suffolk pothole repair scheme to go countrywide.
- Foster carers for Suffolk children.

A copy of the full report can be seen at www.shottisham.suffolk.cloud

b) ESC Report

Cll JM apologised for arriving late to the meeting because he was attending an ESC cabinet meeting in his new role as cabinet member for the environment. He submitted a written report prior to the

meeting, a full copy of which can be seen at www.shottisham.suffolk.cloud He then went on to report that:

- East Suffolk Council now have a new website at www.eastsuffolk.gov.uk which is easy to use and offers support for businesses to help demonstrate that East Suffolk means business.
- A new pilot is taking place in Southwold whereby the grass verges will be cut less often in an attempt to encourage wild flowers to cultivate and improve insect populations.
- A new initiative has been set up to encourage people to become 'plastic clever' and volunteers are required as Plastic Action Champions for their community. The role of a Champion includes volunteering in the local community for a minimum of 20 hours annually. A half day's training session will be provided.
- ESC plan to call a climate emergency at the end of July in the hope that this will legitimize green issues.
- Three consultation processes are now out for discussion and include: 1) Northern Bypass route, 2) Sizewell C and 3) Thorpeness erosion. Changes to local bus services including the 71 Hollesley route are also up for review and changes could be imminent.
- The RAF base at Sutton Heath is to receive an influx of 400 personnel coming in from Germany soon. This could increase the number of people who would make use of the 71 bus and add strength to the argument for keeping it in service.
- Network Power UK provide boxes that could be of help to the elderly in event of a power cut. Cll JM has several boxes to give away to anyone who is considered to require assistance.

6-16/07/19 Co-option of David Wass:

David Wass (DW) attended the meeting and was formally co-opted as a parish councillor onto Shottisham Parish Council to fill one of the three empty places remaining on the council.

07-16/07/19 To receive update on Highways Issues:

Despite Cll PW reporting to Highways yet again that the 30 mph sign on the right hand side of the road coming into Shottisham from Hollesley is barely visible and the pole is twisted nothing has been done to fix it. The clerk LR found out that Hollesley Parish Council have purchased their own signs from Hirst Signs quite cheaply and have fitted several themselves. The council have agreed to purchase a 30 mph sign from Hirst's and will fit it themselves. The clerk LR will check what size sign is required before ordering one from Hirst Signs. The cost of this will be under £50 so is affordable.

08-16/07/19 To receive updates on Playground Issues:

- Suffolk Norse have been asked to ensure that their grass cutting takes place before each of the school holidays in future so that the playground is suitable for playing on unlike the half term holiday when the cut was late. Cll PB is prepared to cut the grass himself if it gets too long between cuts and has done this once already. This will ensure that the thistles will be kept under control rather than having to dig them all up. The cost for cutting the grass for the year will come to £350.98 and the nettles will be controlled using two treatments at a cost of £141.60 for the year.
- Replacement goal nets will not be purchased as they do not last very long as they tend to be used for climbing on. Several other councils have removed their nets too according to Suffolk Norse. The nets will now be removed so that they do not become a health and safety issue.
- Rabbit holes have been filled in recently by Cll PB and Cll PW using a load of topsoil purchased by the council. This is an ongoing issue that will need addressing on a regular basis. There is enough topsoil left over for the rest of the year and this will be done as required. The picnic bench needs to be moved to a more suitable position.
- The remedial work required on the play equipment has been completed satisfactorily by Norse. A maintenance contract has now been agreed with Norse that consists of three routine inspections a year plus the annual RoSPA inspection, at a cost of £125.10 for the year. Additional hours are charged at £29 an hour. The play equipment will continue to be inspected once a month by Cll PS who will flag up any problems as and when they occur.

- Councillors discussed the request received from the Sorrel Horse to use the field adjacent to the playing field for additional car parking for several large events they are planning this year. Concerns were expressed about this because of complaints received in the past. Also it needs to be marshalled competently and insurance provided. Four councillors were in favour of this request and one councillor was against. It was agreed that they could continue to use the playing field for events this year but that a letter should be sent to the board of the Sorrel Horse expressing the parish council's concerns.

09/07/19 To discuss organising the Big Picnic Lunch:

The Big Picnic lunch was discussed again and it was decided that it was too late to organise anything for this year despite the Shottisham Shindig planned for the 21st July being cancelled. It was agreed that it would be considered again for next year as it will be 2020 but it will need re-vamping and could possibly be linked with a Sorrel Horse event.

10/07/19 To discuss adopting the BT phone box as a community asset:

The council discussed a request from two parishioners for the council to adopt the BT phone box as a community asset. Councillors decided that it was not appropriate at this stage because the owners of the house it backs onto have expressed an interest in adopting it themselves, which they are entitled to do. This has not been done as yet because they are unable to find out the number of the phone box to complete the adoption form. The clerk LR will do some research to see if she can help with this.

11/07/19 To discuss parishioner's concerns in regard to Shottisham Conservation Area

An email received from a parishioner who expressed concern about the future of the Shottisham Conservation Area was discussed. Concerns about how the village is changing included removal of trees and hedging, UPVC replacement windows and coloured paintwork. These changes are moving the village away from the recommendations from the Suffolk Local Plan and guide to the Shottisham Conservation Area. Councillors agreed that this required further discussion and suggested a meeting might be of interest to the village. Cll RK proposed sending a note round to villagers to gauge the depth of interest before a meeting is arranged. He agreed to compose a note which will be delivered round all the houses in the village by councillors.

12-16/07/19 Clerk's report and Finance Update:

This and all other documentation relating to the Parish Council can be seen on the Shottisham Village website in accordance with the new Transparency laws. (See www.shottisham.suffolk.cloud)

At the close of business on 2nd July the bank accounts were as follows:

• Current Account:	£3,542.28
• Saving Account 1:	£1687.83
• Savings Account 2:	£195.41

13-16/07/19 Financial Matters

- a) The clerk LR has written a letter to Santander asking the bank to consolidate the three current accounts into one main account. The letter also asked them to send out monthly bank statements for this one account, rather than the four existing accounts. This letter was signed by Cll PW and Cll RK and is now ready for posting.

b) Signing of cheques

i.	Clerk's wages	£220.00
ii.	HMRC	£55.00
iii.	Clerk's expenses	£60.35
iv.	Philip Bouscarle (Top Soil)	£122.40
v.	Shottisham WI (Trust Hall)	£30.00

14-16/07/19 Updates on actions from APM/AGM meetings in May:

- Cll PW checked with Tim Shaw when Adeane plans to cut back the ivy and nettles along the white railings. This is ongoing.
- Cll RK contacted Bryon Foster at the probationary service and found out that they still offer a young offenders' service which the council could utilise. RK to check availability September as no capacity at the moment.
- Cll PS continues to monitor the playground monthly using a checklist.
- Clerk LR advertised the Shottisham Litter Pick on Shotty App and the noticeboard as requested.
- Clerk LR investigated the procedure for adopting the BT phone box in the village and also found out that it is listed.
- Cll PB checked on the state of the gates in the playground and can confirm that Norse have fixed them. He will now check on the gates on the dog walking field to see what work needs doing.
- Cll PW spoke to Tim Shaw from Adeane's to find out why the butterbur field is cut during the breeding season and found out that it has to be done when it is dry because the tractor sinks otherwise. Tim would like to see this area turned into a wildlife park or a pond eventually but this would require approval from Adeane. Cll PW will continue to liaise with Tim about this.
- Clerk LR has joined the East Suffolk Greenprint Forum as suggested at the APM and now sends regular forum updates to parish councillors. The Dark Skies in the AONB has also been looked at as well. Links to both these organisations have now been added to the Parish Council webpage.

15-16/07/19 Matters to be brought to the attention of the Council:

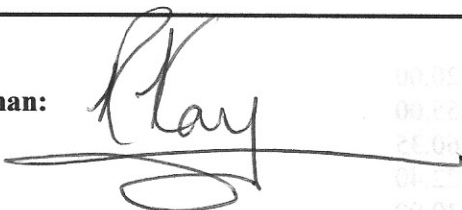
The tenant of the Sorrel Horse Gary Miller has asked the parish council for help and advice regarding the anonymous noise complaint he receives after every music event held at the pub. This has now escalated and a complaint has been sent to East Suffolk Council about the recent music events held in June. Gary admits that on one occasion the music did go on past eleven which contravenes his music licence and promised that this will not happen again. Gary is very concerned because the financial viability of the pub is reliant on it holding large events several times a year. He would really like to meet up with the complainant to have an amicable discussion to try to come up with a solution but does not know who he or she is. Councillors expressed their sympathy and would like to encourage the complainant to come forward and speak to Gary about their concerns to see if a suitable compromise can be found.

16-16/07/19 Action Points arising from the July meeting:

- Clerk LR to check the size of 30 mph sign required and order a new one from Hirst.
- Cll RK to compose a letter to send to the Sorrel Horse board about the council's parking concerns.
- Clerk LR to contact BT and find out the number of the village telephone box.
- Cll RK to compose a note to send round to the village to find out the level of interest in holding a meeting to discuss the Conservation Area.
- Cll PB to find out what work needs doing to the gates on the dog walking field.

Date and Time of next meeting: 3rd September 2019 at 7.30 pm at the Trust Hall.

Chairman:



Date: 3rd September 2019