

Shottisham Parish Council
Minutes of the Meeting held virtually on Tuesday 12th January 2021 Via ZOOM

Present: Chairman R Kay (RK), Cll P Widdup (PW), Cll P Southgate (PS), Cll P Bouscarle (PB) and Cll David Wass (DW).

Attendees: (SCC) Cll A Reid (AR), (ESC) Cll J Mallinder (JM), Clerk L Roberts (LR) and five parishioners.

1-12/01/21 Chairman's Welcome and Apologies for Absence:

Chairman RK welcomed everyone to the meeting and Cll PW gave a reminder that the Zoom meeting would be recorded in order to assist the clerk in typing up the minutes.

2-12/01/21 Open Forum:

A parishioner expressed interest in the agenda item 12 concerning a resident's concerns about speeding cars in the village, which is discussed later on. A request from the Shottisham Village Association for volunteers to join a Community Speedwatch team has been disappointing as no volunteers have come forward so far. The scheme has been suspended for now because of the Covid situation. Another recruitment drive will take place once the suspension has been lifted. At least six volunteers will be needed to ensure that it can run effectively and it would be desirable to have some younger people from the village volunteer too.

3-12/01/21 To receive any Declarations of Interest:

There were no declarations of interest.

4-12/01/21 Signing of Minutes:

The minutes of the Parish Council Meeting held on the 10th November 2020 were agreed as an accurate record and will be signed off by Chairman RK once he receives the hard copy from the clerk.

5-12/01/21 Signing of Planning Minutes:

The minutes of the Planning Meeting held on the 24th November 2020 were agreed as an accurate record and will be signed off by Chairman RK once he receives the hard copy from the clerk.

6-12/01/21 SCC and ESC Reports:

a) SCC Report

At the beginning of his report Cll AR gave a stark message about the Covid-19 situation in Suffolk which is dire. There has been an ever increasing surge of cases being reported resulting in an increasing number of deaths. It is not only the elderly who are being affected but younger people too, including those in their 20s and 30s who are also dying. It is imperative that for the next few weeks or maybe longer people adhere to the rules of Hands, Face, Space and stop mixing with other people. We are now seeing entire families fall ill with Covid and it is spreading through family contact, supermarket visits or shops and anywhere people touch things. There will be more enforcement on the streets with police prepared to take further action against transgressors if necessary. There is a fight to get the vaccine out as soon as possible and a vaccine hub will be sited in Woodbridge shortly with other suitable sites becoming available very soon. Cll AR stressed that there is lots of help available including financial and mental health support which can be found on the website or in his report.

The other main topics covered in Cll AR's (SCC) report include:

- As of Monday 4 January, Suffolk was in line with national Covid-19 restriction moving into a national lockdown. Testing capacity has increased in response to demand.
- Support payments are available for those on low income told to self-isolate.
- Suffolk 2020 fund project to deliver over £2.5 million in new community-focused initiatives across the country.
- Proposed changes to Sizewell C application are step in right direction.



- Suffolk wins the most innovative family information service award.
- Green light given for Council's new housing joint venture company.
- New public health report focuses on improving health for everyone.

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

b) ESC Report

The main headlines of the topics covered in Cll JM's (ESC) report include:

- The Suffolk Communications Cell announced the development of a web resource which provides clear, up to date information for stakeholders and residents on the vaccination roll out at www.suffolk.gov.uk/covidvaccinations
- While ESC does not want to demonise people who would like to visit or travel round this part of the country guidelines must be followed to keep everyone safe. Due to the excessive number of visitors at Shingle Street and Bawdsey the police have been asked to increase their patrols.
- The Home But Not Alone phone line continues to be active in supporting anyone who has been referred to them during lockdown. The Covid-19 Hardship Fund has also been topped up so any local groups who would benefit from additional funding are encouraged to apply.
- The emergence of the more contagious variant of Covid-19 will affect the activities of the Environmental Protection team who will not be undertaking visits to premises for any purpose. However, they will be exploring ways of undertaking these activities remotely.
- There has been no impact on refuse collection or other Norse services so far and ESC will continue to work with partner organisations who deliver council services to minimise any disruption.
- ESC customer service remains largely unaffected as remote call centres are already in place and people are encouraged to access services and information online wherever possible.

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

7-12/01/21 To approve draft budget for 2021-22 and setting of precept:

Copies of the draft budget were discussed by councillors at the last meeting and the spending requirements for the year agreed. To ensure that the precept meets with the total forecast expenditure it was agreed that it will be necessary to increase the precept by 1.5% to £4,480.00. This will result in a charge of £53.49 for a Band D property. Councillors voted in favour of this increase and will set the precept for 2021/22 accordingly.

8-12/01/21 To receive update on Highways Issues:

- Cll PW reported on the concerns expressed by a parishioner that some drivers are still blatantly speeding through the village and ignoring the 30 mph signs. The parishioner asked whether it was possible to make the speed restriction signage more visible or whether the parish council could purchase two extra speed repeat signs. Cll PW's research shows that there are at least twenty clearly visible 30 mph signs sited between Ford Hill and the Sorrel Horse already. He also explained that there are only three sites available for the SID sign to be situated because they require a clear view of 75 – 100 yards and these are the ones being used. Cll PW suggested that he could speak to Cll AR to see if Shottisham would be considered suitable for the new Automated Numberplate Recognition Speed Indicator scheme being introduced in Suffolk. Councillors also discussed whether it was feasible to get a police presence in the village sometimes but decided that this is probably unlikely to happen at the moment. The 20 is plenty scheme was also spoken about but previous research indicates that Shottisham is not eligible to apply for this. Cll PW will forward the details of the contact he spoke to at the Highways department onto the Shottisham Village Association who are interested in doing further research into this. Other suggestions including a sleeping policeman or narrowing the road were discounted because of the cost.

9-12/01/21 To receive updates on Playground Issues

- Cll PS expressed her thanks to Cll JM for his help in organising the grant from ESC to pay for the playground repairs and his help in completing the form was much appreciated. Notification has been received that the money is to be paid into the bank account today. Cll PS has been in contact with REJB and put in the order for the works to ahead.
- Cll PW has contacted the mole catcher and made arrangements for him to get rid of the moles in the playground this week. He is still waiting to hear back from him how successful this has been.

10-12/01/21 To consider registering the Trust Hall as a Community Asset

Cll PB has looked into registering the Trust Hall as a Community Asset and has downloaded the simple form that needs to be sent to the District Council on behalf of the parish council. He explained that this is a passive instrument that will register the hall as an Asset of Community Value (ACV). This will protect it from being sold immediately if Shottisham WI folds and ownership reverts to the Suffolk East Federation WI (SEFWI). The local community will then be informed if it is listed for sale within the five year listing period. The community can then exact the Community Right to Bid, which gives them a moratorium period of six months to determine if they can raise the finance to purchase the asset. Cll PW proposed that the parish council register the Trust Hall as an ACV and this was agreed unanimously. Cll PB has agreed to complete the form and send it off immediately.

11-12/01/21 To consider request received for a donation from SARS:

Suffolk Accident Rescue Service have sent out an appeal to local Parish Councils asking for support because like most other charities they have been hit hard by Covid-19. They are a local charity that attends medical emergencies all around Suffolk and its boundaries, on a voluntary basis. Councillors agreed that this was a worthy local cause and voted to give them a £50 donation.

12-12/01/21 To discuss parishioners' concerns expressed via email in regard to:**a) Speeding cars**

Cll PW who is responsible for Highways and moving the SID signs explained that there are only three suitable points in the village to site them and debated whether purchasing another sign would make any difference. Cll JM (ESC) agreed and said that moving them regularly had more of a psychological effect on drivers, otherwise they are not noticed. He suggested other options could include gates at the entrances to the village or white strips painted across the road to make the road look narrower. However, he warned that it could be a long, expensive process to get this approved by Highways.

b) Dog walking

Concern has been expressed that some unleashed, poorly behaved dogs have become quite aggressive and prone to attack dogs on the lead. A question was asked if it was possible to have some form of public notice requesting that dog walkers keep their dogs on a lead. Councillors agreed that this would be difficult to police and thought it would be better to put a regular reminder in the newsletter than putting a notice up in the village.

c) Polling station for May election

A request has been received from ESC to book the Trust Hall for the May elections that requires a response from Shottisham WI, which will be difficult while the committee is suspended. The parish council have been asked to approach Jill Denny at SEFWI to request permission for this hall booking if it is required. Chairman RK has agreed to phone Jill Denny to discuss this and will pass the paperwork over to her when it gets sent to the clerk. If the Trust Hall is unavailable for this booking there are other venues in the village that could be suggested to ESC, including the outhouse at the Sorrel Horse or the Church.

13-12/01/21 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 shottisham.onesuffolk.net)

- At the close of business on 2nd January 2021 the bank account was as follows:
Current Account: £4,932.81

b) Signing of cheques

i.	Clerk's wages	£240.00
ii.	HMRC	£60.00
iii.	Information Commissioner	£40.00

The clerk reported that Neil Lister from AONB responded to her request for help with the tree conservation work at the playground by volunteering to come and have a look at it before making a decision. Cll PB met up with him and they had a good look round the area. Unfortunately the AONB could not offer any help because they prefer working on larger projects, only work between August and February and still have a backlog left over from last year. However, Neil was able to offer some advice as to what to do with the area and suggested that the old fence is pulled out and the old dead wood is used to make a new fence of rotting wood. Cll PB volunteered to lead on this work but will need a working party to help with the task. The clerk will put a request in the newsletter for volunteers to come forward to be put onto a list to help out when it is safe to do so. It would be better to do this work before the spring but it may have to wait until August given the situation with Covid. Shottisham Village Association have offered to help and will put out a request for volunteers on their FaceBook page too.

14-12/01/21 Updates on actions from previous meeting in November:

Minute Point	Action Required	Responsibility
6-10/11/20	Speak to Claire and James at the campsite to see if they would be prepared to ask campers for a donation to help maintain the playground.	Postponed until later in the year.
6-10/11/20	Prepare a breakdown of playground repair costs and send them onto Cll JM for his consideration.	Completed by Cll PS
9-11/09/20.2	Contact the volunteer group at AONB to see if they would be prepared to help cut up and remove the fallen trees in the dog walking area.	Completed by Clerk LR
9-11/09/20.3	Laminate a new set of Covid-19 notices to be put up in the playground to replace the old ones.	Completed by Cll RK
14-10/11/20.1	Ask Shottisham WI for a copy of the deed of gift for Cll DW to have a look at. Cll RK unable to get hold of a copy yet so will ask Jill Denny for a copy or pay £26 to get own copy.	Ongoing by Cll RK.
	Investigate the possibility of registering the Trust Hall as a Community Asset and report back in January.	Completed by Cll PB

15-12/01/21 Matters to be brought to the attention of the council:

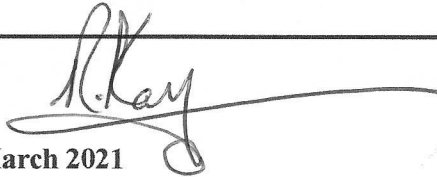
- Planning application DC/21/0020/TCA received on Monday 11th January was sent round to councillors via email before the meeting. The planning application is for the Sweet Chestnut on the boundary of 1 Church Lane and PH to be crown reduced by up to 30% and cut back the overhang over PH land. Councillors agreed unanimously that this work was necessary and should be approved.
- Very poor mobile phone signal in the village has been a problem for years but this is exacerbated whenever there is a power cut or emergency. Solutions suggested in the past include installing a mast at Whin Farm or on the church tower, neither of which have met with much success for one reason or another. One major issue appears to be the huge cost of installing a suitable power supply for the mast which does not come under the responsibility of the mobile phone providers. Cll RK has agreed to contact Gary Disley from Bawdsey to get some idea of the power requirements a mast requires before the council decide whether this is worth further investigation.
- Concern was expressed about the planning application from Simperts for a campsite on land near the river. Several objections have been put in from adjoining parishes who are concerned about the increase in traffic that this will bring. Councillors were asked to respond to Cll RK if they have any objections based on planning grounds and he will submit them on the website.

16-12/01/2021 Action Points arising from the January meeting:

Minute Point	Action Required	Responsibility
8-12/01/21	Speak to Cll AR to see if Shottisham would be considered suitable for the new Automated Numberplate Recognition Speed Indicator system being introduced in Suffolk.	Cll PW
8-12/01/21	Forward the details of a contact at the Highways Department onto the Shottisham Village Association who have expressed an interest in the 20 is plenty scheme.	Cll PW
10-12/01/21	Complete and send off the paperwork to register the Trust Hall as an Asset of Community Value.	Cll PB
12b-12/01/21	Put a polite notice in the newsletter on a regular basis reminding people keep their dogs on a lead when walking in the village.	Cll RK
12c-12/01/21	Phone Jill Denny at SEFWI to discuss the Trust Hall booking request received from ESC for the May elections.	Cll RK
13-12/01/21	Put a request in the newsletter asking for volunteers to help tidy up the woodland in the dog walking area.	Clerk LR
15.2-12/01/21	Contact Gary Disley from Bawdsey to get some idea of the power requirements a mobile phone mast requires.	Cll RK
15.3-12/01/21	Councillors to respond to Cll RK if they have any objections to Simperts' campsite planning application and he will submit them on the website.	All

Date and Time of next meeting: 9th March 2021 at 7.30 pm via ZOOM.

Chairman:



Date: 9th March 2021