

Shottisham Parish Council
Minutes of the Meeting held on Tuesday 9th November 2021

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

Attendees: Clerk L Roberts (LR) and two parishioners.

1-09/11/21 Chairman's Welcome and Apologies for Absence:

Apologies received from Cll K Emerson (KE). Cll RK informed the meeting that he has received a letter of resignation from Cll W McMullan who will no longer be residing in the village as from January.

2-09/11/21 Open Forum

- A parishioner expressed their thanks to the volunteer group for all their hard work providing the new hedging in the dog walking field.
- The council gave their thanks to Robin Pendle for his work in clearing some of the local footpaths.

3-09/11/21 To receive any Declarations of Interest:

There were no declarations of interest.

4-09/11/21 Signing of Minutes:

The minutes of Shottisham Parish Council Meeting held on the 7th September 2021 were duly signed off by Chairman RK as an accurate record.

5-09/11/21 SCC and ESC Reports:

a) SCC Report

The main headlines of the topics covered in Cll AR's (SCC) written report include:

- Extra Covid-19 support heading to Suffolk.
- Cabinet to study £50 million plan to boost Suffolk bus services.
- New discoveries of Suffolk's Anglo-Saxon past unearthed in the Deben Valley.
- MPs from Norfolk, Suffolk and Essex and County Councillors, unite to protect the countryside and communities from worst impact of new pylons.
- SCC pledges to take its outstanding Sizewell concerns to the Secretary of State and the Government.
- Face masks back as additional measures brought in to reduce Covid-19 transmission in Suffolk schools and education settings.
- Lorry Route review in Suffolk.

b) ESC Report

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

- East Suffolk magazine out now and online.
- Culture still the focus in East Suffolk.
- Free event focuses on eco-friendly agriculture.
- Bringing empty properties back into use.
- Lowestoft resident charged over nuisance noise offences.
- Funding boost for innovative new youth project.
- Surveys and consultations.
- Community Partnership Grant.

Cll JM also made reference to COP26 and the joint letter of commitment signed by East Suffolk's MPs of all political parties who are working together to protect the environment. Recent projects include converting refuse lorries to run on hydro-treated vegetable oil, successful Feed the Bees campaign, reduction in glyphosate spraying and encouraging the reduction of waste. Cll JM has given several speeches on his environmental work, most recently at Southwold and Martlesham.

He will also be undertaking the Adnams 10km run on the 28th November on behalf of Eyke Village Hall and donations can be given via his Just Giving page.

A full copy of both reports can be seen at www.shottisham.suffolk.cloud

6-09/11/21 To consider draft budget for 2022-23:

Copies of the draft budget were sent out to councillors before the meeting by the clerk. The year-end estimate of £5,058.80 for 2021/22 is likely to result in a precept overspend by £577.90. This will be as a result of putting £1,500 towards the cost of new play equipment. The predicted expenditure for £2022/23 was discussed and councillors agreed to increase the budget for playground repairs to £1000 and to continue to budget for regular playground inspections. It was also decided that donations would be increased from £100 to £200. Councillors agreed that in order to build up a fund for the play area to pay for maintenance and new equipment it would be necessary to increase the precept by 10% next year. The clerk will amend the draft budget and send it round to councillors for their approval before the council decide how much to set the precept at the January meeting.

7-09/11/21 To receive update on Highways Issues:

- Cll PW is still waiting for a response from Suffolk Police as to when the ANPR will be available for use on the Hollesley Road or at Ford Hill. He has received confirmation that both requests have been received.
- A problems with flooding on the road outside the New Houses has been experienced by one resident who has had to build up a ridge to protect his house and garden. This is because there are not enough drains in the road to take the excess water during heavy rain storms. When Cll PW reported this issue on the Highways reporting tool he was told that he needs photographic evidence of the flooding event before the council will come out to inspect.
- Cll RK reported back on the traffic problems experienced on Ford Hill during the recent maize harvest which caused major holdups on the bridge and temper flare-ups. He has found out that it is likely to cost £4,000 to investigate possible solutions and around £140,000 for a set of traffic lights.

8-09/11/21 To receive update on Playground Issues:

• **Grass cutting**

Cll PS reported having problems with the CGM group who are responsible for the grass cutting. She reported that the October grass cut has still not been done and her email queries about this have met with no response. Their performance this year has been very disappointing and Cll PS is now considering looking for a more reliable contractor next year. Councillors will also need to decide whether to cut the dog walking field next year or leave it to grow wild as they did this year.

Issues arising from the RoSPA report

Cll PS is pleased to report that the RoSPA report did not highlight any high risk areas that require immediate remedial work and all ancillary items are classified as low risk. The report did identify some loose fence posts, loose swing hangers and bolts that will require more immediate attention. Cll PB will look into what work needs doing before organising a date to fix it. Councillors decided to postpone the next interim inspection until the spring.

09-09/11/21 To discuss how to celebrate the Queen's Platinum Jubilee in June 2022:

- Councillors agreed that they need to liaise with the Sorrel Horse to decide on the best date to hold a joint street party celebration to be held in conjunction with the pub. It was suggested that the pub could put on a barbeque with villagers being asked to provide salads and desserts. A meeting with the pub will need to be arranged to discuss things further. Cll JM (ESC) offered to provide some funding for prizes or larger expenses if required.
- Cll DW has sourced a beacon locally at a cost of £300 and suggested that it could be fitted to a spare telegraph pole from the Paul's Estate. Cll PB has offered to speak to AJ to see if he has one available to donate. It was agreed that the best site for the beacon would probably be on the pigtle but permission will need to be sought from the pub owners and lease holder first. Cll PB will discuss the event with the Flag of Suffolk and arrange a meeting if necessary.

10-09/11/21 To discuss proposals from councillors on how to spend £2,500 playground grant:

Cll PS costed some of the suggestions for new play equipment from the last meeting which included an outdoor table tennis table for £750, £800 for an in-ground basketball post and up to £1,000 for various springers/rockers. Musical play equipment items were under £1,000 and a toddler play train would cost £2,300. Other suggestions included a toddler tractor or wooden monkey bars which could tag on to the end of the agility trail. Councillors expressed concern about the cost of maintaining this new equipment and it was agreed that it needed to be robust enough to combat a degree of misuse. Cll RK has agreed to investigate more hard wearing play equipment made from recycled material. Cll PS has offered to meet with the rep to discuss the cost of installing a play tractor and then the council could look at spending the rest of the money on something more suitable for older children.

11-09/11/21 To discuss three requests for donations received this month:

The council received three requests for donations this month including one from Headway Suffolk, Leiston Citizen Advice Bureau and Shottisham Allotments. The request from Shottisham Allotments was for a donation towards the £670 bill for repairing the fence and installing new fence posts. Councillors decided against donating to the first two requests as they have already given to these charities in the past. They have agreed to donate £150 towards the repairs at Shottisham Allotments.

12-09/11/21 Clerk's report and Finance Update:

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

- a) At the close of business on 2nd November 2021 the bank account was as follows:

Current Account: £9,813.17

- b) Signing of cheques

i.	Clerk's wages	£240.00
ii.	HMRC	£60.00
iii.	Shottisham WI (Trust Hall)	£30.00
iv.	Philip Bouscarle (fence posts)	£78.94
v.	Playsafety Ltd (RoSPA report)	£103.20

13-09/11/21 Updates on actions from previous meeting in September:

Minute Point	Action Required	Responsibility
02.1-07/09/21	Write a letter to the owner of the car/trailer who frequently parks on a bend at one end of the village.	Action no longer required
02.3-07/09/21	Speak to the lease holders of the Sorrel Horse about the noise levels of recent musical events.	Completed by Cll PB
06-07/09/21	Put in a separate request for an ANPR to measure speeding on Ford Hill.	Completed by Cll PW
07-07/09/21	Standard safety notice to be typed up and sent to Cll RK for laminating.	Completed by Cll PS/Clerk LR
08-07/09/21	Continue further research into what different types of play equipment should be purchased with the ESC grant.	Ongoing Cll PS and Cll KE

14-09/11/2021 Matters to be brought to the attention of the council:

- Correspondence received from a parishioner confirms that the land along Alderton Road is common land in the Parish of Shottisham. However, Suffolk County Council do not know who owns it or the purpose for which it was intended. The parishioner intends to continue the search to find out more about it and will report back.
- The chairman has received an email request concerning purchasing some new football nets as the earlier replacement nets were very cheap and of poor quality so not surprisingly did not last

long. Councillors have already discussed this on more than one occasion and have decided against purchasing another set.

15-09/11/2021 Action Points arising from the November meeting:

Minute Point	Action Required	Responsibility
6-09/11/21	Amend the draft budget and send round to councillors before the January meeting.	Clerk LR
8-09/11/21	Inspect the playground issues from the RoSPA report that require immediate attention and agree a date to fix them.	Cll PB
09-09/11/21	Liaise with AJ and the Flag of Suffolk to source a post and find a suitable site to position the new beacon.	Cll PB
10-09/11/21	Investigate the possibility of sourcing hard wearing play equipment made from re-cycled material.	Cll RK
	Meet with the rep and discuss the cost of installing a play tractor on the playground.	Cll PS

Date and Time of next meeting: 8th March 2022 at 7.30 pm in the Trust Hall

Chairman:



Date: 11th January 2022