

Shottisham Parish Council
Minutes of the Meeting held on Tuesday 8th November 2022

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

1-08/11/22 Chairman's Welcome and Apologies for Absence:

Apologies received from Chairman R Kay (RK), Cll K Emerson (KE) and (SCC) Cll Andrew Reid (AR). Cll PW agreed to act as Chairman in Cll RK's absence.

2-08/11/22 Open Forum:

No comments received.

3-08/11/22 Receive any Declarations of Interest:

There were no declarations of interest.

4-08/11/22 Signing of Minutes:

The minutes of the Parish Council Meeting held on the 20th September 2022 were duly signed off by Acting Chairman PW as an accurate record.

5-08/11/22 SCC and ESC Reports:

a) SCC Report

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

- Campaign launched to boost metal packaging recycling rates across Suffolk.
- £7.8m redevelopment of Foxhall Recycling Centre to begin.
- Suffolk Roadsafe Partnerships rolls out ANPR devices to target speeding.
- County Council's Budget Consultation.
- Being prepared for winter matters to Suffolk County Council.
- Section of Lowestoft's Gull Wing Bridge placed over Suffolk railway line.

b) ESC Report

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

- Helping East Suffolk Ease the Squeeze on cost of living.
- National award for innovative Deben Fields development.
- Significant improvements in air quality at Woodbridge junction.
- Free Wi-Fi- service launched in two more East Suffolk towns.
- Hat-trick of awards for building in East Suffolk.
- Major funding boost for efforts to end rough sleeping in East Suffolk.

Cll JM made reference to COP27 and emphasised how important it is that he proactively pushes the environment agenda across the district by issuing supportive statements including one supporting freshwater swimming in the Deben, as well as being involved in the community resilience forum. He is also keen to promote ESC's Ease the Squeeze campaign and encourage those who are in need to get support but recognises how difficult it is to identify those who would benefit the most. Cll JM was questioned as to whether there was anything ESC could do about the poor mobile phone signal in Shottisham which prohibits the use of SMART meters in the village. Unfortunately, this does not come under ESC's jurisdiction for funding but is controlled by the government and private sector.

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

6-08/11/22 To consider draft budget for 2023-24 prior to setting precept in January:

Copies of the draft budget were sent out to councillors before the meeting by the clerk. The year-end estimate of £4,326.98 for 2022/23 is likely to result in a precept underspend by £673.02. The predicted expenditure for £2023/24 was discussed and councillors agreed to keep the budget for playground repairs to £1000 but to reduce playground inspections to one a year by RoSPA at a cost of £120. It was



also decided that donations would remain at £200 but would be limited to local causes. Councillors proposed an increase of 5% to the precept for next year to meet the forecast expenditure. 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.

7-08/11/22 Update on Highways Issues:

- After finding out that SCC actually has ten ANPR devices in Suffolk Cll PW will contact Cll AR to check on numbers in East Suffolk and find out who to contact to request an update on our application for Shottisham.
- The result from the Highways Survey on Ford Hill by SCC were disappointing as they contradicted the test results from the ANPR, which were considerably higher. The ANPR data showed that 50% of traffic was travelling at 31+ mph whereas the average speed reported coming from the direction of Sutton was 27-28 mph with 28-29 mph going out of Shottisham. The likelihood for this disparity is because Highways focused on the bridge rather than the approaches to it. This data is unlikely to convince Highways of the need for a 20 mph speed limit in the area though.
- The drain outside 1 New Houses has been overflowing again and reported to Highways who are aware of the problem but are unsure how to resolve it. Whenever it rains all the water that runs down the street collects at the bottom and overwhelms the drain. Highways are still struggling to come up with a solution for the problem.

8-08/11/22 Update on Playground Issues:

- Cll PS reported that grass cutting and weed control has been completed for this year and CGM have provided a good service so they will be asked to quote for the same contract for next year.
- The recent RoSPA report identified a number of medium risk areas in the playground that require some maintenance. Councillors agreed that REJB should be asked to provide a quote for doing all the work as it could be funded using part of the Lottery Funding money allocated for maintenance.

9-08/11/22 To receive update on planning applications responded on during October:

The planning application DC/22/3932/TCA received on Wednesday 5th October 2022: **2no Chinese Juniper – Fell – Three Gables, The Street, Shottisham** received no objections from councillors.

10-08/11/22 To discuss Chairman Ray Kay's successful £8,000 lottery funding bid:

Councillors were very pleased to hear that Cll RK's bid for lottery funding for the playground has been successful and that £5,000 is available for new equipment with £3,000 being allocated for maintenance. It was suggested that replacing existing equipment should be a priority rather than purchasing new equipment. Further discussion will be needed before a final decision is made.

11-08/11/22 To consider how to communicate to residents the support available to help with the cost of living crisis:

After some discussion councillors agreed that the most effective way to communicate the 'Ease to Squeeze' message is via the ShottyApp or by word of mouth. Although information is readily available on the website, the newsletter and email it is slower and requires access to technology. Information updates will now be posted regularly on ShottyApp as well as by the other communication methods.

12-08/11/22 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 Transparency Laws. (See www.shottisham.suffolk.cloud)

- At the close of business on 2nd November 2022 the current account stood at £14,173.34 which included the £8,000 donation from Lottery Funding.
- Cheques paid out before meeting
 - CGM Group (grass cutting and weed treatment) £60.00 (28/09/22)
 - Playsafety Ltd (RoSPA report) £109.20 (28/09/22)

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- c) Signing of cheques at meeting
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|---------------------------------------|---------|
| iii. Clerk's wages | £240.00 |
| iv. HMRC | £60.00 |
| v. Shottisham WI | £30.00 |
| vi. CGM Group (October grass cutting) | £60.00 |
- d) A report received from the Shottisham Local History Recorder was read out to the meeting as Diana Bickerton was unable to attend. A copy of the report is available at www.shottisham.suffolk.cloud

13-08/11/22 To receive updates from the meeting in September:

Minute Point	Action Required	Responsibility
7-20/09/22	Send a copy of the latest RoSPA report out to all parish councillors before the next meeting.	Completed by Cll PS
8-20/09/22	Attend the next meeting of the Woodbridge/Melton Community Partnership to see if it is worth attending on a regular basis.	Ongoing by Cll RK
10-20/09/22	Discuss the feasibility of producing a Welcome Leaflet to hand out to all new residents.	Ongoing by Cll RK and Clerk LR
11-20/09/22	Review the three insurance quotes and decide on the best option to propose to councillors for their agreement.	Completed by Cll RK and Clerk LR

14-08/11/22 Matters to be brought to the attention of the council:

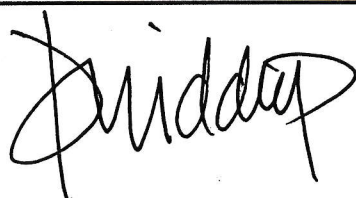
- It was suggested that Shottisham would benefit from having a dedicated named person to officially welcome newcomers to the village. Diana Bouscarle would be happy to take on this role and hand out a welcome leaflet/village newsletter if there are no other willing volunteers.
- Concern has been expressed about the waste water that has been flowing down the street from the drain outside the Sorrel Horse car park for a number of weeks. Binders have visited the pub several times recently so have fixed the problem hopefully. If not, the council will discuss this issue with the directors of the pub if it continues.

15-08/11/22 Action points arising from the November meeting:

Minute Point	Action Required	Responsibility
8-20/09/22	Attend the next meeting of the Woodbridge/Melton Community Partnership to see if it is worth attending on a regular basis.	Cll RK
10-20/09/22	Discuss the feasibility of producing a Welcome Leaflet to hand out to all new residents.	Cll RK Clerk LR
6-08/11/22	Send a copy of the amended budget out to all parish councillors for approval before the January meeting.	Clerk LR
7-08/11/22	Contact Cll AR to check on ANPR numbers and find out who to contact to request an update on our application for Shottisham.	Cll PW

Date and Time of next meeting: 10th January 2023 at 7.30 pm in the Trust Hall

Chairman:



Date: 10th January 2023