

Shottisham Parish Council
Minutes of the Meeting held on Tuesday 10th January 2023

Present: Chairman R Kay (RK), Cll P Bouscarle (PB), Cll P Widdup (PW), Cll P Southgate (PS) and Cll K Emerson (KM).

Attendees: Clerk L Roberts (LR) and one parishioner.

1-10/01/23 Chairman's Welcome and Apologies for Absence:

Apologies received from Cll D Wass (DW), (SCC) Cll Andrew Reid (AR) and (ESC) Cll James Mallinder (JM).

2-10/01/23 Open Forum:

No comments received.

3-10/01/23 To receive any Declarations of Interest:

There were no declarations of interest.

4-10/01/23 Signing of Minutes:

The minutes of the Parish Council Meeting held on the 8th November 2022 were duly signed off by Acting Chairman PW as an accurate record.

5-10/01/23 SCC and ESC Reports:

a) SCC Report

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

- Keeping people in Suffolk warm this winter.
- Half a billion-pound devolution deal hand Suffolk regeneration and skills powers to level up.
- Warning after children seen playing on frozen pond.
- Record number of residents help shape county council budget.
- Council to protect frontline services and increase funding in budget proposal.

b) ESC Report

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

- Kate Blakemore appointed to new Strategic Director role.
- £2.75m funding agreed for levelling up in East Suffolk.
- East Suffolk Awards 2023 to celebrate community success stories.
- Network of Warm Rooms launched to support residents.
- Cycling and Walking Strategy will ensure access to quality infrastructure.

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

6-10/01/23 To approve budget for 2023-24 and set precept:

Copies of the draft budget were discussed and amended by councillors at the last meeting and the spending requirements for the year ahead agreed. To ensure that the precept meets with the total forecast expenditure it was agreed that it would be necessary to increase the precept for 2023/24 by 5% to £5,250. This will result in a charge of £62.91 for a Band D property and will enable the council to continue to build up a small fund to put towards playground maintenance and new equipment. Councillors voted in favour of this increase and will set the precept for 2023/24 accordingly.

7-10/01/23 To consider what to do with £8,000 received from the Lottery Grant Fund:

Chairman RK confirmed that his proposal to the Lottery Fund committee included £1,000 to repair the swings and £2,000 to repair the trim trail with £5,000 allocated to purchase new equipment. Councillors discussed various options including starting to replace some of the older wooden equipment with more environmentally friendly, more indestructible alternatives. Other suggestions for older children

included a table tennis table or a basketball hoop with base. Councillors agreed to get quotes for the repairs first before deciding what to spend the rest of the money on.

8-10/01/23 To discuss lighting the beacon on 6th June to celebrate the 80th Anniversary of D Day: Shottisham Parish Council have been asked if they would consider lighting their beacon on the 6th June 2024 to celebrate the 80th Anniversary of the D-Day landings in Normandy. An Official Guide to Taking Part in D-Day 80 will be sent out to councils shortly. Councillors approved of this idea and proposed that Cll DW be asked to take charge of this event after his success with the Platinum Jubilee beacon lighting.

9-10/01/23 To discuss how Shottisham could celebrate King Charles' coronation in May 2023: Councillors discussed some low-key ways that Shottisham could celebrate the King's coronation in May that require minimal organisation and agreed that a 'Bring Your Own Picnic' would be the simplest option. The preferred choice of venue would be the pightle because of its central location but if this is not available the playground could be a suitable venue too. Cll PB offered to liaise with Clement and Rebecca at the Sorrel Horse to find out if the pightle could be made available for village use on Sunday 7th May, and will report back before the next meeting.

10-10/01/23 To discuss the request for a donation received from Headway, Suffolk: A request has been received from Headway, Suffolk for a donation to put towards a planned mobile charity shop staffed by Headway clients that will visit local parishes in Suffolk on a regular basis. Councillors decided not to donate to Headway on this occasion because they are a large organisation rather than a more local one.

11-10/01/23 Update on Highways Issues:

- Cll PW has just been informed that a 30 mph sign has been knocked down on the road to Alderton and he will report this to Highways as soon as possible.
- Cll PW has also received confirmation that Shottisham is due to have a live ANPR device installed for a week in the near future. Anyone caught speeding will receive a letter from the police giving them a warning.

12-10/01/23 Update on Playground Issues:

- Cll PS has contacted CGM and requested a quote for grass cutting and weed control for 2023/24 but is still waiting for a response back from them.
- REJB have also been contacted by Cll PS and asked to provide a quote for doing all the remedial work identified in the recent RoSPA report. Once the quote has been received a final decision will be made as to what to go ahead with first.

13-10/01/23 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)

a) At the close of business on 2nd January 2023 the current account stood at £13,485.09 which includes the £8,000 donation from Lottery Funding.

b) Signing of cheques at meeting

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|------|--|---------|
| i. | Clerk's wages | £240.00 |
| ii. | HMRC | £60.00 |
| iii. | Clerk's expenses (postage) | £16.32 |
| iv. | Shottisham WI | £30.00 |
| v. | Information Commissioner (Data Protection fee) | £40.00 |

14-10/01/23 Updates from the previous meeting in November:

| 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. | Completed by CII RK |
| 10-20/09/22 | Discuss the feasibility of producing a Welcome Leaflet to hand out to all new residents. Work in progress. | Ongoing by Clerk LR |
| 6-08/11/22 | Send a copy of the amended budget out to all parish councillors for approval before the January meeting. | Completed by Clerk LR |
| 7-08/11/22 | Contact CII AR to check on ANPR numbers and find out who to contact to request an update on our application for Shottisham. | Completed by CII PW |

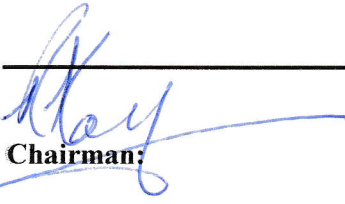
15-10/01/23 Matters to be brought to the attention of the council:

Councillors were reminded that the next parish council elections will be taking place in May and that their last day in office will be Tuesday 9th May. All existing councillors will need to complete a Nomination Paper if they wish to stand for a new term in office. Councillors discussed whether it might be worth holding a recruitment drive to try and encourage some new faces to put their names forward this time. This would help to ensure that villagers feel included in the election process and properly represented by the council.

16-10/01/23 Action points arising from the January meeting:

| Minute Point | Action Required | Responsibility |
|---------------------|---|-----------------------|
| 9-10/01/23 | Liaise with Clement and Rebecca at the Sorrel Horse to find out if the pightle could be made available for village use on Sunday 7 th May. | CII PB |
| 11-10/01/23 | Report to Highways that the 30mph sign on the Alderton Road leaving Shottisham has been knocked over. | CII PW |

Date and Time of next meeting: 7th March 2023 at 7.30 pm in the Trust Hall


Chairman:

Date: 7th March 2023