

Shottisham Parish Council
Minutes of the Meeting held on Tuesday 12th July 2022

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

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

1-12/07/22 Chairman's Welcome and Apologies for Absence:

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

2-12/07/22 Open Forum:

A parishioner has noticed that the signs at the entrance of the village are getting rather overgrown and has offered to cut the undergrowth back providing the council have no objections. Councillors gave the go-ahead for this with Cll PW and Cll RK offering to take this on if it proved problematic.

3-12/07/22 Receive any Declarations of Interest:

There were no declarations of interest.

4-12/07/22 Signing of APM Minutes:

The minutes of the Annual Parish Meeting held on the 3rd May 2022 were duly signed off by Chairman RK as an accurate record.

5-12/07/22 Signing of AGM Minutes:

The minutes of the Annual General Meeting held on the 3rd May 2022 were duly signed off by Chairman RK as an accurate record.

6-12/07/22 SCC and ESC Reports:

a) SCC Report

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

- Court rules crooked company director must pay £50,000.
- Council objects to Norwich to Tilbury pylon proposals.
- New fantail installed on historic Suffolk windmill.
- Communities awarded £6.4m to 'Reclaim the Rain' and tackle flooding.
- Extra funding agreed by Cabinet to fund SEND places.
- Lowestoft convenience store owner prosecuted for selling illegal tobacco.

c) ESC Report

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

- Four of East Suffolk beaches were voted among the best in the country including Felixstowe and Southwold who both received combined Seaside Awards and Blue Flags.
- ESC has stepped up its commitment to delivering on environmental ambitions by appointing a dedicated lead officer to help shape policy in the fight against climate change.
- Cll JM had a busy Platinum Jubilee weekend attending many events including bell ringing, coffee and cake mornings, tea dances, afternoon teas and even a village fete.
- The eagerly anticipated opening of an acclaimed new café has been met with celebration in Felixstowe, as part of the continued wider redevelopment of the town's South Seafront area.
- ESC has adopted a new Affordable Housing Supplementary Planning Document, which provides guidance to support the implementation of planning policies on affordable housing.
- ESC is making progress with a detailed improvement programme following the authority's decision earlier this year to report itself to the Regulator for Social Housing.

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

7-12/07/22 Update on Highways Issues:

- Highways were quick to come out and re-fix the kerb stones on the approach to Bell Vue Villa after Cll PW reported them on the Highways Reporting Tool.
- The ANPR sign that was in use in the village for a week was a non-working model that collects speed data but does not send out any letters to anyone it catches speeding. The results were not available for this meeting but will be circulated to councillors shortly. There are plans to use the ANPR system in Shottisham again later in the year. A big speeding campaign for Suffolk is being planned using the ANPR system too but details have not been made public yet.
- Approval has been given from Cll AR (SCC) for a traffic survey on Ford Hill which will measure the speed and volume of traffic entering the village and the data collected will provide data for possible traffic control measures.

8-12/07/22 Update on Playground Issues:

- Cll PS reports that the grass cutting schedule is working well so far and the grass is looking good.
- Thanks were given to Cll PB for attaching the new football nets which have remained intact up to now but will be observed with interest over the summer.
- There is nothing to report on the insurance claim for the playground gate damaged when the tree at The Rectory fell down on it in February. Cll RK has been referred back to the diocese on this and is waiting to hear back from them.

9-12/07/22 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 shottisham.onesuffolk.net)

a) At the close of business on 3rd July 2022 the current account stood at £7,591.32.

b) Cheques paid out before meeting

i.	Playdale Playgrounds Ltd (new tractor balance)	£2,173.12	(18/05/22)
ii.	Huck Nets (replacement football nets)	£93.86	(18/05/22)
iii.	Sorrel Horse (BBQ Food)	£546.00	(01/06/22)
iv.	Dawn Kay (Jubilee Event expenses)	£518.52	(15/06/22)
v.	Ray Kay (Jubilee Event expenses)	£534.10	(15/06/22)

c) Signing of cheques at meeting

vi.	Clerk's wages	£240.00
vii.	HMRC	£60.00
viii.	Shottisham WI	£30.00
ix.	Patricia Southgate (replacement caps)	£28.60
x.	CGM Group (grass cutting)	£120.00
xi.	Ray Kay (Jubilee Event expenses)	£19.60

10-12/07/22 Updates on actions from previous meeting in May

Minute Point	Action Required	Responsibility
6-03/05/22 13-03/05/22	Upload all relevant documents to the website as required.	Completed by Clerk LR
10-03/05/22	Send a copy of the Exemption Certificate to PFK Littlejohn LLP by email and upload a copy to the website.	Completed by Clerk LR
15.3-03/05/22	Put in an order for a set of new football nets.	Completed by Cll PS
17.b-03/05/22	Publish a Notice of Public Rights and Publication of Annual Governance and Accountability Return (Exempt	Completed by Clerk LR

	Authority)' on a publicly accessible website in respect of the Accounts for the year ended 31 March 2022.	
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11-12/07/2022 Matters to be brought to the attention of the council:

- An invoice was received from Cll PB for £39.38 for the goal net clips required to attach the new football nets. It was agreed that a cheque should be raised and signed at this meeting.
- A report on the Jubilee Event street party finances was given by Cll RK who was involved in planning the day. The money raised for this event was £1,300 which included £1,000 donation from Cll JM (ESC) plus £300 put forward by the parish council. A surplus of £150 was made from the event once all expenses were taken out, which included the cost of the BBQ provided by the Sorrel Horse.

12-12/07/2022 Action Points arising from the July meeting:

No actions required from this meeting.

Date and Time of next meeting: 20th September 2022 at 7.30 pm in the Trust Hall



Chairman:

Date: 20th September 2022