

Shottisham Parish Council
Minutes of the Meeting held on Tuesday 9th January 2024

Present: Chairman R Kay (RK), Cll James Campbell (JC) and Cll P Bouscarle (PB).

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

1-09/01/24 Chairman's Welcome and Apologies for Absence:

Apologies received from Cll P Widdup (PW) and Cll D Wass (DW).

2-09/01/24 Open Forum:

No responses received.

3-09/01/24 Receive any Declarations of Interest:

There were no declarations of interest.

4-09/01/24 Signing of Minutes:

The minutes of the meeting held on the 14th November 2023 were duly signed off by Chairman RK as an accurate record.

5-09/01/24 SCC and ESC Reports:

Cll Andrew Read (SCC) and Cll James Mallinder (ESC) did not attend this meeting or provide a report.

6-09/01/24 Update on Community Partnerships:

ESC Community Officer Julia Catterwell came along to the meeting to talk about the Community Partnership and its Impact Report 2020-2023 and to outline its new priorities for 2024 which include:

- Increasing community cohesion and participation by increasing the use of community spaces.
- Increasing access to activities or options that support physical and mental well-being for young people.

Funding is available for projects that meet either of the priorities above. Shottisham received £2,500 from the fund in 2022 which was put towards purchasing the play tractor for the playground.

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

7-09/01/24 Consider draft budget for 2024-25 prior to setting precept in January:

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 very slightly by £250 to £5,500. Councillors voted in favour of this increase and will set the precept for 2024/25 accordingly.

8-09/01/24 Communication problems caused by power cuts in Shottisham:

Cll RK expressed his concern about the number of vulnerable elderly people in the village who are liable to fall over and might require assistance getting up, especially late at night. He proposed compiling a list of willing volunteers who could be contacted in an emergency. Apparently, this has been tried before when the Emergency Plan was put together but proved unworkable because of lack of interest. It was felt that most people already have someone they can call on in an emergency.

Cll RK also suggested that the parish council purchase lockable key safes for anyone vulnerable who does not have already have one. Councillors were not in favour of this as it was agreed that it would probably be difficult to get people to sign up to it.

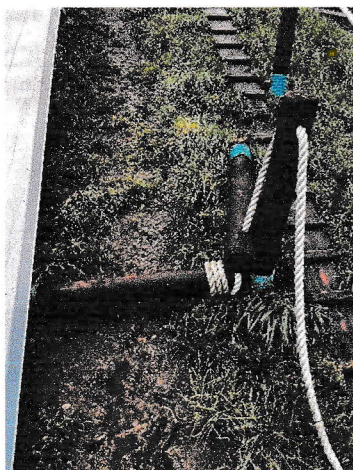
Another concern involves the communication problems experienced when the Internet goes down during a power cut and the lack of mobile phone signal in the village. Purchasing an analogue phone could be a solution in the short term until 2025 when they will become obsolete. It was suggested that it might be worth setting up a Good Neighbour Scheme in Shottisham which could be used to help with all these problems.

42-09-01-24

9-09/01/24 Update on Highways Issues:

No major highway issues have been reported this month although the council has received a concern regarding gritting. Shottisham has been downgraded to Category 2 which means it likely that gritting will only take place in extreme conditions. According to the new contractors, Shottisham does not qualify despite having no footpaths and 2 school buses twice a day Monday to Friday. Councillors proposed contacting Cll AR to ask for Shottisham to be reinstated on the gritting route and Cll RK will contact him immediately.

10-09/01/24 Update on Playground Issues:



Cll JC was disappointed to report that there has been further vandalism at the playground in recent weeks. Two of the posts leading up to the fort have been yanked out of the ground using the rope. He also noted that one of the fence posts requires fixing adjoining the rectory and the moles have been out in force too. Councillors are considering removing the steps completely and taking out the fence posts as well, instead of constantly fixing them but no decision has been made yet. The other maintenance issues will be taken care of in the spring when the weather is better. It was recognised that the playground equipment is getting to the end of its life cycle and will need replacing eventually. However, large pieces of play equipment are very expensive and there will be a need for considerable fund raising to replace existing equipment. The money earmarked for the table tennis table may have to be put towards replacement equipment instead.

11-09/01/24 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 January 2024 the current account stood at £11,062.25 of which £2,627.59 has already been paid out of the £3,000 playground maintenance fund. £5,000 in the account comes from the Lottery Fund and has been ring fenced for new playground equipment.
- b) Signing of cheques at meeting
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| i. Clerk's wages | £280.00 |
| ii. HMRC | £70.00 |
| iii. Clerk's expenses | £65.99 |
| iv. Shottisham WI Trust Hall | £40.00 |
| v. Information Commissioner (Data Protection Fee) | £40.00 |

12-09/01/24 Updates on actions from the meeting in September

Minute Point	Action Required	Responsibility
11-05/09/23	Contact HMRC and query the penalty letter received by the clerk this month.	Ongoing Cll RK
7-14/11/23	Contact ESC to inform them that Shottisham would like to take part in the D Day event and have nominated Cll DW as the contact who will be lighting the beacon.	Completed Clerk LR
8-14/11/23	Read through the draft Litter and Dog Waste Policy and report back if any issues for Shottisham are found.	Completed Cll RK



42-09-01-24

13-09/01/2024 Matters to be brought to the attention of the council:

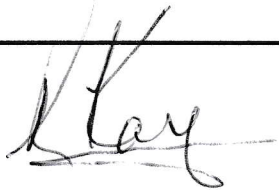
Nothing reported.

14-09/01/2024 Action Points arising from the January meeting:

Minute Point	Action Required	Responsibility
9-09/01/24	Contact Cll AR to ask for Shottisham to be reinstated on the gritting route.	Cll RK

Date and Time of next meeting: 12th March 2024 at 7.30 pm in the Trust Hall

Chairman:



Date: 12th March 2024