

Shottisham Parish Council
Minutes of the Meeting held on Tuesday 12th November 2024

Present: Chairman R Kay (RK), Cll D Wass (DW), Cll P Widdup (PW), Cll J Campbell (JC), Cll N Brett (NB), Cll C Darby (CD) and Cll P Bouscarle (PB).

Attendees: Clerk L Roberts (LR)

1-12/11/24 Chairman's Welcome and Apologies for Absence:

Apologies received from (SCC) Cll A Reid and (ESC) Cll J Mallinder.

2-12/11/24 Open Forum:

No parishioners attended.

3-12/11/24 Receive any Declarations of Interest:

There were no declarations of interest.

4-12/11/24 Signing of Minutes:

The minutes of the meeting held on the 10th September 2024 were duly signed off by Chairman RK as an accurate record.

5-12/11/24 SCC and ESC Reports:

a) SCC Report

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

- Government's new housing targets must put infrastructure first.
- Suffolk Fire and Rescue Service and Trading Standards honour their heroes.
- Suffolk launches pothole prevention programme ahead of winter weather.
- Council to offer interest-free loans to make homes more energy efficient.
- Rendlesham Revealed inspires classroom archaeology activities.
- Fostering is...Everything.
- Suffolk residents urged to share their views on local pharmaceutical services.
- HRH The Princess Royal to open Lowestoft's Gull Wing Bridge.

b) ESC Report

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

- End of year update.
- Proposed changes in waste collection.
- Environment grants.
- Remembrance Sunday.
- Hollesley crash causing weeks of delay.

A copy of the full reports can be seen at www.shottisham-pc.gov.uk

6-12/11/24 To consider draft budget for 2025-26 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 £5,537.78 for 2024/25 is likely to result in an overspend of £212.78. The predicted expenditure for £2025/26 was discussed and councillors agreed to keep the budget for playground repairs to £1000. It was also decided that donations would remain at £200 but would still be limited to local causes. Councillors proposed setting the precept at £6,500 which will keep the tax rate the same as this year but will increase the amount the council receive by £1,000. The draft budget will be approved at the January meeting before the council decide the final precept.

7-12/11/24 Update on Highways Issues:

- **ANPR Data**

The results of the ANPR have been received by Cll PW who reported that out of the 47 photos taken during the week, 44 showed speeds between 30-34 mph, 3 were over 35 mph with the fastest being 39 mph. It was decided to site the ANPR at the centre of the village because it was deemed too dangerous to put it up on the Hollesley Road site, as requested.

- **Speed Limit campaign**

Josh White from Highways is supportive of the 20-mph campaign and is arranging for another speed test in the village, which Cll AR has agreed to pay for. This needs to demonstrate an average speed of 24 mph or less to meet one of SCC's three main criteria. According to Josh White, Ford Hill is unlikely to be a contender because it is a B road, but this view was disputed by councillors because of the considerable danger to pedestrians. Cll NB has volunteered to conduct some research on the legislation to find out if this is a national restriction or one put in place by SCC.

The petition to change the speed limit in the village has now been successfully completed with 130 signatures collected from 93 households, with one abstention. This is now ready to be sent to SCC as evidence of parishioner support. Cll CD will now contact Cll AR to find out who the original copy needs to go to. The clerk has been provided with a copy for the records.

If the application to change the speed limit proves successful the likely cost of the legal process would be in the region of £10-12,000, which would need to be funded by the parish council or the village as there is no funding available from SCC. The council will ask to see a breakdown of these costs, if and when it gets to this stage.

- **Signage requirements**

Cll PW did some research on what signage could be used to slow traffic down in the village and found out that it is illegal to put up any fixed signage. Councillors discussed the use of stickers, including bin stickers which could be used if they do not include a speed limit, other than 30. It was agreed that this was not required at this stage as bins would need to be left out, which is not popular.

- **State of the road edges**

Cll DW expressed concern at the damage to our local roads caused by the enormous trucks and lorries coming through, which are breaking down the edges of the road by driving over them constantly. This will cause a huge repair bill eventually. This is an issue that needs to be discussed at the next meeting that Cll AR attends.

8-12/11/24 Update on Playground Issues:

Findings from the RoSPA report

The RoSPA report has identified several medium-risk areas in the playground which require some maintenance work. From this report Cll RK has produced a list of issues and asked for councillors' views on their priority. It was agreed that CH RK would source some metal clips that Cll JC would fit round the wooden posts to protect them from further strimmer damage. CH RK volunteered to sand down the see-saw to remove any splinters and Cll JC will check on the fittings. He will also have a look at the Swing Fort to see if it requires any maintenance work. Councillors JC and DW will continue with their playground observations and report any new problems that arise.

Progress on new equipment purchase

CH RK reported that the old trim trail has now been removed from the playground by the contractor Rob Thurkettle who has also taken away all the waste and levelled the soil. Cll JC has received confirmation that the cheque for the deposit has been received and the new trim trail is due to be installed on the 18th November.

Grass cutting

The clerk LR has received notification from Nurture Landscape that they will be changing their invoicing process from a per occasion invoice to a pay monthly system as from Jan 1st 2025. Councillors discussed whether to continue with Nurture Landscapes next year as there have been some issues with them this year. The first cut took place late in June when the grass was too long, and a complaint was made to them about the quality of the cut. They were also late with the weed treatment which took place in September. Allowances were made as the company changed hands this year and this is their first year. Councillors decided to go with them again next year and approved the change over to a monthly contract. The clerk LR will contact them for a quote and confirm agreement to their monthly terms.

9-12/11/24 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 www.shottisham-pc.gov.uk)

- a) At the close of business on 12th November 2024 the current account stood at £13,566.55 which includes £5,000 ring fenced for new playground equipment.
- b) Signing of cheques before meeting
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| i. | Nurture Landscapes (August grass cutting) | £149.76 |
| ii. | Ansvar Insurance | £361.56 |
| iii. | Playsafety Ltd (RoSPA report) | £122.40 |
| iv. | Playdale Ltd (trim trail deposit) | £2,900.57 |
- c) Signing of cheques at meeting
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| v. | Clerk's wages (including HMRC (£70)) | £350.00 |
| vi. | Shottisham WI | £40.00 |
| vii. | CGM Group (grass cutting x 2/weed treatment) | £449.28 |
| viii. | Suffolk.cloud (website hosting) | £120.00 |

10-12/11/24 Updates on actions from the meeting in September

Minute Point	Action Required	Responsibility
07-10/09/24	Complete Petition data collection	Completed
08-10/09/24	Obtain additional quote/progress Playdale	Completed
09-10/09/24	Progress switch to Unity Trust Bank	Ongoing LR
10-10/09/24	Progress planning objection	Completed
11-10/09/24	Pay Insurance	Completed

11-12/11/2024 Matters to be brought to the attention of the council:

Nothing reported.

12-12/11/2024 Action Points arising from the November meeting:

Minute Point	Action Required	Responsibility
7-12/11/24 Speed limit	• Research 20 mph legislation on B roads.	NB
	• Contact AR to find out where to send petition.	CD
8-12/11/24 RoSPA report	• Purchase and fit metal clips round wooden posts.	RK/JC
	• Sand down splinters on seesaw.	RK
	• Check on seesaw fittings.	JC
8-12/11/24 Grass cutting	• Arrange new contract with Nurture Landscapes.	LR
	• Agree to monthly payment schedule as from 2025.	LR

Date and Time of next meeting: 14th January 2025 at 7.30 pm in the Trust Hall

Chairman:

Date: 14th January 2025