

Shottisham Parish Council
Minutes of the Meeting held on Tuesday 13th January 2026

Present: Chair N Brett (NB), Cll P Bouscarle (PB), Cll C Darby (DB), and Cll K Wilson (KW).

Attendees: One parishioner.

1-13/01/26 Chair's Welcome and Apologies for Absence:

Apologies received from Clerk L Roberts (LR) and (ESC) Cll J Mallinder.

2-13/01/26 Open Forum:

- A parishioner suggested that as Suffolk County Council have recently approved a new 20-mph Policy for Suffolk, now would be a good time to submit the petition data collected by SPC last year.
- A request was received for a meeting reminder to be sent out via ShottyApp the day before the meeting in future, which was agreed.

3-13/01/26 Receive any Declarations of Interest:

There were no declarations of interest.

4-13/01/26 Signing of Minutes:

The minutes of the meeting held on the 11th November 2025 were duly signed off by Chair NB as an accurate record.

5-13/01/26 SCC and ESC Reports:

a) SCC Report

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

- Suffolk Fostering Christmas film highlights what it means to belong.
- Inspectorate satisfied with Suffolk Fire and Rescue Service's improvement progress.
- New Sizewell C skills bursary open to applications.
- Suffolk secures more than £26 million bus funding over three years.
- SEND data shows improvement but impact not felt by everyone, committee hears.
- Loft insulation scammers ordered to pay £48,891 after targeting vulnerable Suffolk residents.
- £12m Active Travel funding over four years announced for Suffolk.
- One Suffolk best for most vulnerable, say county's safeguarding leaders.
- County Council reacts to new appointment at Sizewell C.
- 67 new Skills Bootcamps launched in Suffolk and Norfolk.
- Firefighter applications surge as Suffolk boots female representation.
- LionLink consultation to launch in the new year, communities encouraged to take part.

b) ESC Report

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

- A recap of 2025 and update on 26 priorities.

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

6-13/01/26 To approve budget for 2026-27 prior and setting of 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 to keep the precept charge the same as last year at £6,500, which will increase the tax charge by 4.35%. Councillors voted in favour of this and will set the precept for 2026/27 accordingly.

NB

7-13/01/26 Update on Highways Issues:**20-mph policy**

Councillors were delighted to hear from SCC that a new 20-mph policy for Suffolk has been approved at cabinet recently as this should make it easier to apply for a 20-mph speed limit in Shottisham. It was agreed by councillors that Shottisham meets the criteria for approval and that it is time to take the next step. This will include contacting Cll AR and Josh White to put in a request to reduce the speed limit as Shottisham meets the initial criteria. Cll CD will take on this role and is prepared to ask Cll AR for a contribution towards the £900 cost of the assessment in place of another speed survey, which is no longer required. Once the assessment has been completed and a recommendation received it will be necessary to consider the funding implications. It may be necessary to contact our local MP Jenny Riddell-Carpenter for further advice.

ANPR Deployment Jan-Apr 2026

Shottisham has been included in the new ANPR rota for Jan-Apr 2026 and the speed data will be analysed and the information for this will be distributed to councillors once it is received. Anyone caught speeding while it is deployed in Shottisham will receive a warning letter from the police.

8-13/01/26 Update on Playground Issues:

The playground has been inspected thoroughly by Cll PB using the RoSPA report as a guide to identify the main issues requiring action before the Spring.

a) **FORT**

Replace soil washed away from the footings.

Remove rotting sleeper, slippery plank and remainder of post from the old handrail.

b) **SWINGS**

Replace loose brackets with new brackets.

Dismantle and inspect tyre swing components.

c) **PLAYHOUSE**

Dismantle and remove as it requires too much remedial work to make it viable.

d) **MOLEHILLS**

Flatten molehills before the first grass cut of the season.

Councillors agreed that a professional would need to take care of the swings but the rest of the work could be undertaken by a working party of volunteers. If possible, this work needs to be completed before the start of the Easter holidays. Cll PB will contact Rob Thurkettle to see if he would be prepared to do the work on the swings, before looking elsewhere. Volunteers for the working party will need to be recruited before the next meeting.

9-13/01/26: Discuss donation request received from Hollesley Events Committee

Councillors decided against providing a financial donation towards the free Funday at Hollesley on the August Bank Holiday, as requested by the Hollesley Events Committee. Chair NB agreed to put out a request for volunteers to assist on the day into the Shottisham Village Newsletter.

10-13/01/26 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 13th December 2025 the savings account stood at £6,412.93 and the current account stood at £43.12.
- b) Online payments authorised between meetings:
- | | | |
|----|-----------------------------------|---------|
| i. | L Roberts (Microsoft Office 2024) | £119.99 |
|----|-----------------------------------|---------|
- c) Payments requiring approval and online authorisation from two signatories:
- | | | |
|------|--|---------|
| ii. | Transfer from savings account into current account | £500.00 |
| iii. | Clark's wages | £280.00 |
| iv. | HMRC | £70.00 |
| v. | Shottisham WI | £40.00 |
| vi. | ICO (Data Protection Fee (Direct Debit)) | £47.00 |

11-13/01/26 Updates on actions from the meeting in November

Minute Point	Action Required	Responsibility
08-11/11/25	Go round the playground and prioritise what needs doing so that an action plan can be put together to resolve some of these issues before the spring.	Completed PB
09-11/11/25	Update the contents of the Emergency Plan after confirming that the volunteers are still available. Upload a copy to the website.	Completed LR

12-13/01/2026 Matters to be brought to the attention of the council:

- Clls PB, NB and CD to sign online banking submission paperwork before they can be processed.

13-13/01/2026 Action Points arising from the January meeting:

Minute Point	Action Required	Responsibility
7-13/01/26	<ul style="list-style-type: none"> • Contact Cll AR and Josh White to put in a request to reduce the speed limit in Shottisham to 20-mph. • Request a contribution towards the £900 assessment fee from Cll AR. 	CD
8-13/01/26	<ul style="list-style-type: none"> • Contact Rob Thurkettle to see if he would be prepared to do the remedial work on the swings. • Organise a working party to help with maintenance work at the playground. 	PB

Date and Time of next meeting: 10th March 2026 at 7.00 pm in the Trust Hall

Chair:

Katrina Brett

Date: 10th March 2026