

Shottisham Parish Council
Minutes of the Meeting held on Tuesday 09th September 2026

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

Attendees: Clerk L Roberts (LR) and 2 parishioners.

1-08/09/26 Chair's Welcome and Apologies for Absence:

Apologies received from (SCC) J Ramsay (JR) and (ESC) Cll J Mallinder (JM).

2-08/09/26 Open Forum:

- A parishioner would like to inform the village that hedges can be cut back from the 1st September until the end of February. It would be appreciated if landowners could cut back any hedging that is overhanging the road going through the village to make the road safer for drivers and pedestrians.
- A complaint has been received regarding the amount of foliage covering the 30 mph signs in the village, which the council undertook to keep clear. Cll PB has volunteered to trim around the offending signs to clear the foliage.
- A parishioner would like the council to support their proposal that the village would benefit from a minibus route linking the villages across the peninsula with Woodbridge to provide a service for those who have no access to transport.

3-08/09/26 Receive any Declarations of Interest:

There were no declarations of interest.

4-08/09/26 Signing of Minutes:

The minutes of the meeting held on the 14th July 2026 were duly signed off by Chair NB as an accurate record.

5-08/09/26 SCC and ESC Reports:

a) SCC Report

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

In your Parish:

- Feedback from MP Jenny Riddle-Carpenter on mobile signal infrastructure socialised.

Across Wilford:

- Corresponded with all Parishes to request ideas on improving the character of village highways estate ahead of November's Joint Parishes Transport Initiative.
- Circulated to all Parishes rural funding grant opportunities and offered support with applications.
- Began dialogue with Young Farmers Association to offer support.
- Liaised with SCC officers and regional organisations to investigate funding/resources for village greening.
- Invitation sent to all primary schools to offer support including an in-person meeting.
- Further highways works and safe crossing reviewed and supported.

Across Suffolk:

- Review of Suffolk County Council's new Strategy to localise to Wilford.

b) ESC Report

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

- Bottle banks will be removed by ESC if asked.
- Electrical recycling closed due to a fire at the Thetford Waste Electrical disposal facility.
- Coronation Avenue resurfacing complete.
- Illegal rave was a nightmare for local residents.

- Campaign for a safety Stop sign at Duck Corner.
- East Suffolk failure to implement new waste collections ongoing.
- Spoke out about SCC cancelling Environmental Policies.
- Free community access for Sutton Hoo.

A copy of both reports can be seen at <https://shottisham-pc.gov.uk>

6-08/09/26 Update on Highways Issues:

- **Highways Map**

Clls NB and CD have now finished producing a map of the village highlighting all the existing road signs and white lines that need repainting. The map includes a proposal for three new road markings too. It has now been submitted to Charles Harrison for costing and will be forwarded on to Cll JR (SCC) and Cll JM (ESC) for information.

- **Hedges**

Councillors would like to remind residents that now the nesting season is over would be a good time to cut back any hedging or foliage that is overhanging the nearby carriageway. This would help to ensure the safety of motorists and pedestrians going through the village.

7-08/09/26 Update on Playground Issues:

- **Grass cutting**

Excite Solutions have provided a quote of £1,872 for the grass cutting contract for next year which is considerably more than we have been paying in recent years. The clerk is waiting on another quote from Top Garden who are coming out to inspect the area before quoting. The clerk suggested asking Nurture Landscapes for a quote for next year too, as they have been much cheaper in previous years.

- **Maintenance issues**

A quote of £355 has been received from Kevin Foreman Garden & Property Maintenance for some initial maintenance work on the swings and the fort. Kevin has been recommended by Eyke Parish Council and has worked on several playgrounds in the area. Councillors approved the quote and the clerk will ask him to start immediately. The next RoSPA report will be taking place in September.

- **Irresponsible behaviour**

Councillors expressed their concern about reports of teenagers skating down the slide on their skateboards, which is an accident waiting to happen. Passersby are reluctant to challenge them on this dangerous behaviour because of their aggressive attitude. However, any accident occurring from this type of behaviour would be highly unlikely to be eligible for a personal injury claim against the council.

8-08/09/26 Update on Mobile Phone signal issues

There has been no update on the lack of mobile phone signal in Shottisham.

9-08/0/26 To report back on the Deban Ward Joint Parish Meeting 06/08/2026

Cll NB and Clerk LR attended the Deben Ward Joint Parish Council at Sutton Village Hall in August, which was well attended. Agenda items discussed included many of the concerns experienced in Shottisham including poor mobile phone signal, unreliable bin collections, highways issues, speeding and lack of bus services. Cll King who chaired the meeting proposed writing a joint letter of concern to Jenny Riddell Carpenter, SCC and ESC regarding some of these issues as this might have more clout than writing individually. It was agreed that joint meetings should be held twice a year with the next one taking place at Sutton Hoo in January. Cll NB volunteered to chair the meeting.

10-08/09/26 To discuss a request to purchase the council's generator purchased in 2023

The council have received an offer from Ray Kay to purchase the generator the council bought in 2023 for Simon to use while doing maintenance work in the playground. Councillors agreed to sell it to Ray for half its purchase price as it is no longer required.

11-08/09/26 To review the annual insurance renewal quote from CAS

Councillors reviewed the annual insurance renewal quote received from Community Action Suffolk, which is based on our annual income and the 2026-27 Asset Register. The quote for £462.81 was approved by all councillors and the policy will now be renewed.

12-08/09/26 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 <https://shottisham-pc.gov.uk>)

- a) At close of business on 30/08/2026 the current account stood at £503.20
- b) At close of business on 30/06/2026 the savings account stood at £13,034.01
- c) Online payments authorised between meetings includes:
 - a. Transfer from savings account £750.00
 - b. Suffolk Cloud (website/email accounts) £250.00
- d) Payments requiring authorisation include
 - a. Transfer from savings account £1000.00
 - b. Clerk's wages £320.00
 - c. HMRC £80.00
 - d. CAS Insurances Ltd £462.81

13-08/09/26 Updates on actions from the meeting in July

Minute Point	Action Required	Responsibility
7-14/07/26 Grass cutting	Find another provider to take over the grass cutting contract from Rob Thurkettle as soon as possible	Ongoing
7-14/07/26 Maintenance	Arrange for someone to take up the rotten, wooden steps from the side of the fort.	Ongoing

14-08/09/2026 Matters to be brought to the attention of the council:

No matters for discussion.

15-08/09/2026 Action Points arising from the July meeting:

No actions required.

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

Chair:

Date: 10th November 2026