

## **Shottisham Parish Council**

### **Minutes of a Meeting held on Tuesday 9th January 2018 at Shottisham Trust Hall**

**Present:** Chairman M Hazelwood (MHZ), Cll P Bouscarle (PB), Cll P Widdup (PW) and Cll M Harrison (MHR)

**Attendees:** (SCDC) Cll C Block, Clerk L Roberts (LR) and 3 members of the public.

#### **1-09/01/18 Chairman's Welcome and Apologies for Absence:**

Apologies received from (SCC) Cll A Reid (unwell) Cll K Dunnett (KD) (unknown).

#### **2-09/01/18 Public Forum:**

- Diana Bickerton reported that a decision has still to be made about what to do with the profits from the Shottisham photobook. She is hopeful that this will be decided upon soon.
- Concerns were raised at the meeting about a number of issues including traffic problems on Ford Hill and why nothing was being done about them. Cll PW explained that this is an ongoing issue that he is in discussion with the highways department about. He is hopeful this could be alleviated if it is considered that a SID could be sited somewhere suitable. Cll MHZ has agreed to find out why the chevrons signs erected by the side of the road are not visible enough to do any good.
- Questions were also raised as to why there was no income received from the marquee rental for last year. The clerk LR explained that she has not received the relevant billing information from Cll KD so has been unable to send any bills out to the Sutton Plough and the Sorrel Horse. It was decided that there is little point in chasing these bills up now because the Sutton Plough landlord (who owes the majority of the money) has since left the area and it would be unfair to bill one without the other.
- Serious concerns were also raised about the proposed cuts by SCC to school transport as outlined by Farlingaye School in a letter sent home to parents recently. Councillors had been sent an e-mail from a parishioner who asked if the meeting could raise the issue and her concerns with Andrew Reid. Some of the councillors expressed their concern that although the proposal would not affect transport for children in Shottisham until they are 16+, the knock-on effects of reduction in total pupil numbers and consequent reduction in funding for Farlingaye School could have a negative effect on our children. Councillors agreed that these concerns should be forwarded onto Suffolk County Council via Cll AR. The clerk LR will also send the parishioner a copy of the December SCC Newsletter which outlines the dates and venues of SCC's consultation events. Cll MHZ left the meeting at this point and verbally tendered his resignation as chairman and councillor of Shottisham Parish Council. The remaining councillors voted to accept his verbal resignation and vice-chairman Cll PB has agreed to act as chairman from now until the AGM in May.
- A complaint was received from a parishioner about the state of some of the local road signs which are extremely dirty and difficult to read. This seems to be a particular problem in Suffolk according to a recent report by the BBC. These concerns will also be forwarded onto Cll AR to bring to the attention of SCC.
- Ray Kay (RK) attended the meeting and was formally co-opted as a parish councillor onto Shottisham Parish Council to fill one of the two empty places remaining on the council.

#### **3-09/01/18 Reports:**

##### **a) Suffolk CC:**

A written report was received from SCC Cll AR who sent his apologies. The main topics were:

- SCC has launched a major public consultation that will run from December-February to try and find a long-term solution to providing affordable home-to-school transport. The proposed consultation includes three alternative options, pre-and post-16. Further details on these options can be found on the consultation website [www.suffolk.gov.uk/schooltravel](http://www.suffolk.gov.uk/schooltravel).
- Suffolk has been named as one of the 10 pilot areas for a new Government scheme to retain 100% of business rates from Council Tax in 2018/19. Until more information is released it is not possible to say exactly how much additional income this will generate into the Suffolk system.
- Suffolk's local authorities are now able to provide fully funded central heating systems to 514 poor households across Suffolk over the next three years. The local authorities working together as the Suffolk Climate Change Partnership have been successful in securing funding from the Warm Homes Fund for a project worth £4.3 million.
- SCC has launched a consultation to reform the way in which education providers are funded for delivering high needs support to children and young people with special education needs and/or disabilities. Funding is not being reduced, the consultation is to determine the fairest way to use the budget. Further details can be found on [www.suffolk.gov.uk/highneedsfunding](http://www.suffolk.gov.uk/highneedsfunding).
- See the full SCC December 2017 report on [www.shottisham.onesuffolk.net](http://www.shottisham.onesuffolk.net))

**b) SCDC Report:**

- Cll CB told the meeting that the SCDC are still looking at cost cutting exercises and there will be less money at local level in future as a result. Parishes will be encouraged to do more for themselves including things like digging out their own ditches to stop them flooding onto the roads. However, doing this work will not lead to a reduction in Council Tax for parishioners.
- Housing is still an issues and SCDC are still keen to encourage more housing to be built locally as it will help to build up the budget and meet national targets.
- As from 2020 the rate support grant will cease and authorities will be expected to look after themselves and rely on their business rates. Suffolk is in a better position than many councils because it has several large businesses that pay these business rates.

**4-09/01/18 Councillors' Declaration of Interest:** None

**5-09/01/18 Signing of Minutes:**

The minutes of the regular parish council meeting held on the 14<sup>th</sup> November 2017 were duly signed off by chairman PB as accurate records.

**6-09/01/18 To approve draft budget for 2018-19 and setting of precept:**

Clerk LR made the amendments to the draft budget that were agreed at the last meeting and circulated an updated copy to all councillors before the meeting. Councillors agreed to keep the tax charge the same as 2017/18 (i.e. £51.38) which will generate a precept of £4,372.95 for 2018-19. The money kept in reserve in 2017-18 for rabbit-proof fencing on the playing fields and traffic calming measures will be carried over to the budget of 2018-19.

**7-09/01/18 To discuss Shottisham's involvement in the local Community Land Trust:**

Councillors discussed the proposal to link up the parishes of Alderton, Bawdsey, Boyton, Hollesley, Sutton and Shottisham to work in partnership as a Community Land Trust (CLT) to consider local housing needs. Cll CB told councillors that this is now being set up as a formal entity which aims to provide affordable rental development in the area. Working as a group will help to ease planning restrictions and provide greater access to local funds. £5,000 has been promised already which Hollesley parish council is prepared to hold until the CLT is set up. The properties will be owned by a Trust and held in perpetuity. Cll PB and Cll PW have agreed to become trustees on behalf of Shottisham. Cll CB proposed that Shottisham becomes involved in this initiative and would like local landowners such as James Adeane to provide the land required for affordable development. She would like a meeting to be set up with James to discuss offers of land that have been made already. Any money made from the sale of these houses must be the same amount that is spent on the sea defence wall. Cll CB suggests that the parish is canvassed for its support too.

**8-09/01/18 To review Highway issues:**

- Applications have been put in for the use of SID signs at Ford Hill and Heath Drive to the agent Darren Webb by Cll PW, who is awaiting a response.
- Cll MHR has had several discussions with Strutt and Parker expressing the council's concern about the nettles and brambles that are growing across the road near Mill House/Mill Cottage. They agreed that it would be cut back by the landowner James Adeane before Christmas but this has still not taken place. MHR has now chased this up again and has been told that the farm manager plans to cut the nettles back at the same time as cutting the field and this will be done by the 1<sup>st</sup> March.

**9-09/01/18 To review playground issues including those arising from 2017 RoSPA report:**

- Cll PB has gone through the RoSPA 2017 report as agreed at the last meeting and has produced a prioritised list of the repairs that need doing.  
These include: 1) Location of litter bin incorrect – too near the swings.  
2) Fencing splintered and damaged throughout.  
3) Gate fixtures loose or missing and gates damaged.  
4) Surface repair required to get rid of mole hills.  
5) Excessive weed growth on surfacing.  
6) Rubber matting curling up at edges – trip hazard  
7) Clearance from see-saw to ground less than the recommended 230 mm.  
8) Rocker seat with missing top.

Councillors agreed with the conclusions of Cll PB's report and have decided to do the following to bring the playground up to spec. Norse will be tasked with providing a replacement bin and will take on the emptying of it too at a cost of £250. Suitable rubber mats are available at a cost of £13 each. Cll PB will work out the cost of replacing the damaged rubber matting. A bigger tyre can be purchased at the same time which will ensure the see-saw complies with the new height regulations. Cll PB will also get three quotes for some new post and rail fencing with large mesh plus the new gates. He will also engage the mole catcher Bob Mills to set traps and retrieve the trapped moles at a cost of £80 for the two visits. This will need to be completed before any weed killing takes place. Cll PB has also recently received a quote of £497.78 plus £49.78 Vat @10% to replace the missing rocker seat top.

- Cll MHR has received a grass cutting quote from Norse of £219.36+VAT for three cuts a year for Zones 1 and 2. If four cuts a year are required the cost would be £292+VAT. Cll MHR has

agreed to get two other grass cutting quotes before councillors make a final decision as to who to use. Cll MHR to contact Joe Buswell and Cll RK to contact Peter Marvin (Sutton).

**10-09/01/18 To consider donations for 2017-18 including a charitable request from SARS:**

Councillors were reminded by the clerk LR that it had agreed to donate £1,000 to the WI this year to help with its development plans for the Trust Hall. It was agreed that the cheque should be paid out to them this month. They also discussed the appeal for support received from SARS recently and have decided that a £300 donation will be given to them to help to support their work in the local area.

**11-09/01/18 Clerk's report and Finance Report:**

This and all other documentation relating to the Parish Council can be seen on the Shottisham Village website [shottisham.onesuffolk.net](http://shottisham.onesuffolk.net) in accordance with the new Transparency laws.

**a) Financial Report:**

<b>Current Account:</b>	£10,311.39
<b>Savings Account 1:</b>	£1674.78
<b>Savings Account 2:</b>	£193.90

**b) Signing of cheques:**

Clerk's wages:	£200.00
HMRC:	£50.00
Shottisham WI hall hire:	£90.00
ICO Data Protection	£35.00
Insurance premium increase	£148.51
Donation to WI	£1000.00

**12-09/01/18 To receive updates on the action points from the previous meeting in October**

Most action points from the previous meeting have been completed apart from the following:

- Providing three quotes for grass-cutting is still ongoing and will be completed by the next meeting by Cll MHR.
- Further progress has been made on enlisting new councillors onto the council with the recent successful co-option of Ray Kay. However, there is still one place available that requires filling. Councillors will continue to speak to people in the village personally to see if they can find more volunteers prepared to step forward to take up the last place on the council.

**13-09/01/18: Matters to be brought to the attention of the council:**

N/A

**Date and Time of next meeting: March 13<sup>th</sup> 2018 at 7.30 at the Trust Hall**

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**Chairman:**

**Date:** January 9<sup>th</sup> 2018