

Shottisham Parish Council
Minutes of the Meeting held on Tuesday 11th January 2022

Present: Chairman R Kay (RK), Cll P Southgate (PS), Cll P Bouscarle (PB), Cll P Widdup (PW), Cll D Wass (DW) and Cll K Emerson (KE).

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

1-11/01/22 Chairman's Welcome and Apologies for Absence:

No apologies received.

2-11/01/22 Open Forum

A parishioner expressed concerns via email about a near-miss road traffic incident that occurred on the road outside Michaelmas Cottage recently. The parishioner suggested that a village petition might help to nudge Highways into initiating some form of traffic calming measures. Councillors are aware that this is a dangerous stretch of road for pedestrians but note that it comes under the jurisdiction of Sutton Parish Council. The chairman RK has agreed to send the parishioner a copy of all the recent correspondence that the council has had with Highways about the nearby traffic issues on Ford Hill.

3-11/01/22 To receive any Declarations of Interest:

There were no declarations of interest.

4-11/01/22 Signing of Minutes:

The minutes of Shottisham Parish Council Meeting held on the 7th November 2021 were duly signed off by Chairman RK as an accurate record.

5-11/01/22 SCC and ESC Reports:

a) SCC Report

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

- Children's services and adult care at the heart of SCC's new budget plans.
- Annual Public Health Report focuses on Mental Health impact of Covid-19.
- Katch electric taxi bus service now running to Snape Maltings.
- SCC approves extra £20m investment in highway drainage and footpaths.
- Significant investment in firefighting equipment secures safer future for Suffolk.
- Over 10,000 new LED streetlights installed across Suffolk.

Cll AR made further comment on the council's proposed budget for 2022-23 which is set to rise by 4.5% to £625.4m. This additional money will be generated by a 2.99% increase in Council Tax and an increase in Government grants. Details include £11.1m for the family services budget, £1m additional funding for road signs and verge cutting, £10m to improve drainage schemes, £10m to improve footpath quality and £12.8m to decarbonise council owned buildings.

b) ESC Report

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

- Support available to help business recover.
- Business and the environment.
- New Trading Company to deliver key council services.
- Planting trees for the Queen's Jubilee.
- Reducing waste for 2022.

Cll JM also made further reference to ESC's plans for this year which include focusing again on nature first by using time as a concept to remind people that we are running out of time to fix our environment. The Environmental Task Group have also been debating a motion for the ocean and looking at ways to improve its health. Cll JM promises to continue to champion any planning anomalies this year and will help out with funding projects wherever possible. He is also keen for anyone struggling financially to make contact with him as there are grants available that could help.

A full copy of both reports can be seen at www.shottisham.suffolk.cloud



6-11/01/22 To approve budget for 2022-23 and set precept:

Copies of the revised budget were discussed 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 for 2022/23 by >10% to £5,000. This will result in a charge of £59 for a Band D property and will enable the council to build up a small fund to put towards playground maintenance and new equipment. Councillors voted in favour of this increase as a one-off and will set the precept for 2022/23 accordingly.

7-11/01/22 To receive update on Highways Issues:

- Cll PW has received an email from the ANPR team informing him that they are still waiting to set up the project and no date has been set-up yet for when it will be available for use. He has received confirmation that both locations in the village are still on the waiting list. Cll PW will forward this email onto Cll AR to see if he can provide any further information.
- Poor drainage is still causing problems in the village with a lack of gullies down Ford Hill or Villa Hill resulting in frequent problems with flooding at the lowest point in the village near New Houses. Cll PW has been liaising with Peter Swallow from Highways who has agreed to come out and have a look at the problem. Cll AR has asked to be included in this discussion.
- Councillors discussed the stretch of road between Michaelmas Cottage and Wood Hall and agreed that it was a dangerous piece of road for pedestrians because of the lack of an available footpath. No immediate solution could be found because it is outside the boundary of Shottisham, there is no space for a footpath and there is no suitable position for a SID sign. A **“Pedestrians Crossing”** sign was proposed but it was agreed that this would be unlikely to slow traffic down. This issue will be discussed with Highways if and when it is possible to get someone to come out and look at the traffic problems at Ford Hill.

8-11/01/22 To receive update on Playground Issues:

• **Maintenance issues**

Cll PS has confirmed the maintenance requirements this month include:

- Agility trail post needs resetting and a support pole provided
- Top post on the slide rope guide has broken off and needs replacing
- Lots of mole activity requires a visit from the mole catcher
- REJB inspection will need to be booked and take place before the Easter break

Cll PS to get a quote from REJB for the maintenance work required this time as it will then be guaranteed for a period of time.

• **Installation of new play equipment**

The new play tractor with connecting tunnel has been ordered and the proposed site for it is between the toddler swings and the picnic tables. The cost of this new equipment and installation will be £3,622. To save costs it has been agreed that all packaging and risers will be removed by the council before installation.

• **Grass cutting**

The contract with CGM for grass cutting is for four cuts a year plus two weed killer treatments which were due to take place in April, May, July and October last year. However, Cll PS was very disappointed with the service that CGM have provided as they could not keep to their schedule last year and required constant chasing up. It was decided that it would be preferable to find a small, local organisation to come and cut the grass every two months during the season. Cll PS also proposed that the dog walking field is left to grow wild until the end of the season but has two pathways cut through it for walkways, which was agreed. The clerk will email the other clerks on the peninsula to see what other grass cutting contractors are available locally.

• **Equipment for older children**

It will be necessary find further funding to purchase any new equipment for older children as the previous grant is to be spent on the new tractor suitable for smaller children. Cll RK is to continue his research into finding another funding source.

30-110122

09-11/01/22 Clerk's report and Finance Update:

This and all other documentation relating to the Parish Council can be seen on the Shottisham Village website www.shottisham.suffolk.cloud in accordance with Transparency laws.

a) At the close of business on 2nd January 2022 the bank account was as follows:

Current Account:	£8,812.24
b) Signing of cheques	
i. Clerk's wages	£240.00
ii. HMRC	£60.00
iii. CGM Group (grass cutting)	£70.80 (paid)
iv. ICO (data protection fee)	£40.00
v. J. Hallett (beacon)	£300.00
vi. Shottisham WI (Trust Hall)	£30.00

10-11/09/22 Updates on actions from previous meeting in November:

Minute Point	Action Required	Responsibility
6-09/11/21	Amend the draft budget and send round to councillors before the January meeting.	Completed by Clerk LR
8-09/11/21	Inspect the playground issues from the RoSPA report that require immediate attention and agree a date to fix them.	Completed by Cll PS
09-09/11/21	Liaise with AJ and the Flag of Suffolk to source a post and find a suitable site to position the new beacon. <ul style="list-style-type: none"> • Post sourced but need to know the size required • Still need to speak to FOS to agree site on pightle 	Ongoing by Cll PB
10-09/11/21	Investigate the possibility of sourcing hard wearing play equipment made from re-cycled material.	Completed by Cll RK
	Meet with the rep and discuss the cost of installing a play tractor on the playground.	Completed by Cll PS

11-11/01/2022 Matters to be brought to the attention of the council:

- Concern was expressed that there was no money left over from the grant to purchase some new equipment for older children as discussed previously. Suggestions included an outdoor table tennis table, a basketball set and replacement football nets. Another funding source will need to be found before any new equipment can be purchased apart from the replacement football nets which could be afforded. Councillors agreed that it would be worth looking at the cost of some good quality football nets before the next meeting. Cll RK has agreed to check out the cost of them.
- Planning a village event to celebrate the Queen's Jubilee also needs to be considered before the next meeting in March. The Sorrel Horse are planning a 4 day music and food festival over the bank holiday weekend which it is hoped could incorporate a joint event street party on the Sunday. Cll PB is happy to liaise with the pub before a sub-committee is put together before the next meeting.

12-11/01/2022 Action Points arising from the January meeting:

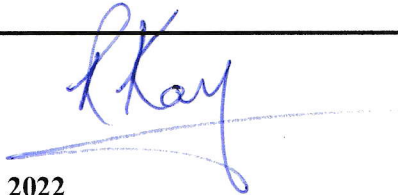
Minute Point	Action Required	Responsibility
2-11/01/22	Send a copy of all the recent correspondence that the council has had with Highways about traffic issues on Ford Hill to concerned parishioner.	Cll RK
7-11/01/22	Forward a copy of the email received from the ANPR team onto Cll AR.	Cll PW
8.1-11/01/22	Get a quote from REJB for the maintenance work required at the playground and book next inspection.	Cll PS
8.3-11/01/22	Email the other clerks on the peninsula to see what other grass cutting contractors are available locally.	Clerk LR

30-110121

8.4-11/01/22	Continue researching into finding another funding stream to be used to help purchase playground equipment for older children.	Cll RK
11.1-11/01/22	Check out the cost of some good quality football nets.	Cll RK
11.2-11/01/22	Liaise with the Sorrel Horse to check out the possibility of holding a joint street party to celebrate the Queen's Jubilee on Sunday 5 th June.	Cll PB

Date and Time of next meeting: 3rd May 2022 at 8.00 pm in the Trust Hall

Chairman:



Date: 8th March 2022