

# SHADINGFIELD, SOTTERLEY, WILLINGHAM AND ELLOUGH JOINT PARISH COUNCIL

## Notice

You are summoned to the Ordinary Meeting of Shadingfield, Sotterley, Willingham and Ellough Joint Parish Council to be held at SHADINGFIELD VILLAGE HALL on WEDNESDAY 16 JUNE 2021 at 7.00pm.

Members of the public, proprietors of businesses and the press are welcome to attend.

Covid restrictions will be in place; seats and tables will have been cleaned but you may wish to bring your own sanitising gel and wipes. All attendees will be asked for their name and contact details which will only be retained for the period required by the regulations.



Steve Blackburn  
Clerk to the Council  
6 June 2021

## AGENDA

- 1 Apologies for absence
- 2 Declarations of Interest personal or prejudicial to items on this agenda and Requests for Dispensations
- 3 To sign as an accurate record the minutes of the previous meeting
- 4 To declare the meeting open for questions and comments from members of the public
- 5 Reports:
  - (a) County Councillor
  - (b) District Councillor
  - (c) Police
  - (d) Clerk to the Council
- 6 Chair's Report
- 7 Correspondence – circulated items that Councillors may wish to discuss
- 8 Planning:
  - (a) To consider planning applications received since the last meeting  
DC/21/2283/FUL – 1 Fox Farm Cottages, London Road  
DC/21/2603/CLP – Cert of Lawful Use (Proposed) without limitation, Spring Park, London Road
  - (b) Updates on previously considered applications
  - (c) To consider a request for financial assistance through Crowdjustice
- 9 Finance:
  - (a) To approve payment of outstanding invoices:
    - S C Blackburn – Salary and expenses, May inc Web Hosting charge £60.00
    - J Hollington – Headstone remedial work, £1,223
    - Durrants – Insurance valuation, £270.00

- CAS, additional premium £5.79

(b) To note the current financial situation and bank reconciliation

- 10 To consider the report of the Council's Internal Auditor and the recommendations made.
- 11 Review of the effectiveness of the systems of internal control
- 12 To consider the Annual Governance and Accountability Report for 2020/2021 and to complete the appropriate declarations
- 13 Website – Accessibility Review
- 14 Reports:
  - (a) Sotterley Chapel Preservation Trust
  - (b) Neighbourhood Plan Committee
- 15 Cemetery  
Quotations for improvements to the compost heap area
- 16 War Memorial: To note progress on the cleaning works
- 17 Playing Field: Replacement of the children's slide
- 18 Village Matters
  - (a) Arrangements for defibrillator training
  - (b) Deterrence of speeding
  - (c) Commemoration of VE Day and Royal British Legion proposals
  - (d) Telephone kiosk move – update from Cllr Parsons
  - (e) Ellough Village Sign – update from Cllr Gartley
  - (f) Picnic on the Playing Field 12 September 2021
  - (g) Article for Sheaf Magazine for July 2021 – Content & Author
- 19 Requests for items to be placed on the next agenda
- 20 Date of Next Meeting: Wednesday 21 July 2021 at 7.00 pm

The Parish Council abides by a Code of Conduct drawn up by the Suffolk Association of Local Councils. The Code is available on the Council's website or by contacting the Clerk to the Council: Steve Blackburn, [clerk@shadingfield.suffolk.gov.uk](mailto:clerk@shadingfield.suffolk.gov.uk) or to Spring Cottage, Hares Lane, Westhall, IP19 8RG Tel 01502 575862