

Shadingfield, Sotterley, Willingham and Ellough Joint Parish Council

Minutes of the Parish Council Meeting
held at Shadingfield Village Hall on 19 April 2023 at 7.00 pm

Present:

Councillors C Ellis (Chair), Blunn, Chipperfield, Drane, R Ellis, London, Mather and Sheldrake.

In attendance:

Mr S C Blackburn (Clerk) and one member of the public.

23.047 Apologies for Absence: Cllr T Potter (unwell) and County and District Cllr Judy Cloke.

RESOLVED: that the apologies be accepted.

23.048 Declarations of Interest and Requests for Dispensations: None.

23.049 To sign as an accurate record the minutes of the previous meeting

Proposed by Cllr C Ellis, Seconded by Cllr London and RESOLVED: that the minutes of the meeting held on 15 March 2023 be signed as a correct record.

23.050 Public Participation: None.

23.051 Chair's Report

As you will by now be aware, there were no additional nominations to serve on the Parish Council so here we are. Cllr Ted Potter is unable to join us for what would be his last meeting as a Councillor this evening, so I would like to formally thank him again for his work on the NDP, his calm, informed and measured contributions to our meetings and decisions and the support he has given to me over the years since I joined the Council. We have 2 vacancies on the Council now, and no residents from Sotterley on the Council; it would be nice if this could change over the coming year. Don't forget to complete your Return of Election Expenses and send it back to ESC by the end of May. Council have been invited to send up to two volunteers to witness the NDP referendum count at 10am on 9th May at East Suffolk Council's offices, Riverside, Lowestoft. If anyone is available, could they please let Steve know so ESC can be advised. Some of you will have received in the post a flyer from County Broadband. David (Cllr. Drane) has kindly been in touch with them and they will be giving us a short presentation on the benefits they can offer our communities at the next meeting. Meanwhile, David will be summarising some of what he has learned from them later on in this meeting. Late last week I visited the property (Hill Farm Barn) on London Road where a new artist's studio is proposed. I'll report fully on that under 8(a) on the agenda, but it has been proposed with consideration for neighbouring properties. Regarding the Coronation celebrations on 7th May, we have our ice cream van booked for a couple of hours – unsurprisingly, they are very busy and also suffering a shortage of drivers for their 5 vans. We will also be having a 'community table' for those who can bring a little extra to share. Pleased to say the SID signs were finally delivered the day after Steve sent the final 'reminder' letter. For reasons best known to themselves, the signs were delivered to the Village hall where they were left between the recycling bins. Fortunately, Graham Dyer called to let me know and they are now being held by Cllr London until they can be installed.

23.052 Reports

(a) County Councillor and (b) District Councillor: Reports had been circulated as and when received.

(c) Police: No report.

RESOLVED: that the reports be noted.

23.053 Correspondence: None.

23.054 Planning Applications

(a) New Applications

Chair _____ Clerk _____ Date _____

DC/23/0891/FUL – Proposed studio at Hill Farm Barn, London Road. The Chair visited the site and reported that the owners were planning to plant native hedgerows and that the original height had been lowered following a suggestion from the planning officer. It was noted that the plans showed consideration for neighbours' privacy in the position of the windows and the building generally and that the design is low level and in keeping with existing buildings in the landscape. The proposal meets SSWE NDP planning objective 4 – to encourage and support development of low impact employment opportunities and paragraph 104 stating that there is strong support for encouraging and assisting home working.

It was resolved unanimously that we support the application

(b) Updates on previously considered applications

DC/23/0233/FUL – Side and rear extensions at 4 New Cottages, Ellough. – Application permitted.
SCC/0063/22W – V C Cooke. The SCC Development and Regulation Committee will consider this application on 27 April.

23.055 Finance

(a) To approve payment of outstanding invoices: Proposed by Cllr Chipperfield, seconded by Cllr Blunn and RESOLVED: That the payments listed in Appendix 1 be authorised.

(b) To note the financial situation and bank reconciliation as at 31 March 2023: Proposed by Cllr R Ellis, seconded by Cllr London and RESOLVED: That the situation be noted.

(c) To note the uplift in grounds maintenance costs. Vertas (a Suffolk CC service company) have increased their charges from £986.26 per year to £1104.60 per year, an increase of 12%. The budget for next year was calculated as £1,038. RESOLVED: that the increase be noted.

(d) To consider virement of earmarked funds

Various funds will appear in the end of year accounts for 2022/23 as 'earmarked' for special purposes. In addition a provision was made in the 2022/23 of £500 for a laptop and it was agreed that this could be included as an earmarked fund, although it was suggested that when necessary, a good quality new model capable of receiving updates should be considered.

23.056 Cemetery and Chapel

The 2+2 group met on 31 March and draft minutes had been circulated. It was noted that there were plans to install a cupboard inside the south door and agree that the Clerk would establish the method of fixing to the wall, given its listed building status.

A meeting with Dr Helen Bynum to discuss tree management will be held as soon as practicable.

It was proposed by Cllr C Ellis and seconded by Cllr Blunn and RESOLVED: that Cllr Drane would replace Cllr Potter on the 2+2 committee.

23.057

(a) Arrangements for a picnic and/or celebration of the Coronation

Arrangements were agreed concerning the flyer and its delivery and the PA system. Sotterley Estate had agreed to put up signs and the Village Hall would host refreshments. In the case of wet weather or muddy ground conditions, the event would be held in the Village Hall.

(b) Arrangements for the Annual Parish Meeting

The Clerk was to produce a recommendation for the next meeting.

(c) To consider offers of full fibre broadband in Shadingfield

Cllr Drane explained the proposal from County Broadband who would attend the may meeting to explain in detail their offer of full fibre broadband, subject to enough expressions of interest. Ellough is not included as it may be covered by other arrangements.

(d) Neighbourhood Development Plan

A flyer will be delivered to encourage voting. An observer can attend the count on 9 May and Cllr Blunn offered to do this with her husband.

(e) Future articles for Sheaf Magazine

Cllr Chipperfield agreed to write for the next issue, to include an appreciation of Cllr Potter's work for the Council and community over many years.

(f) Playing field Nothing to report.(g) Road safety (installation of SID equipment)

The Clerk is to contact Mr Lancaster to get his help in setting up the new equipment.

(h) Damage to footpath at Ellough Cllr Chipperfield will check the state of the path and the Clerk will contact Suffolk CC for further action if necessary.

23.058 Items for discussion at the next meeting: To be advised to the Clerk.

23.059 Date of next meeting: Wednesday 17th May 2023 at 7.00 pm.

The meeting closed at 8.25 pm.

Appendix 1 – Payments Authorised

	To	For	Net	VAT	Gross
223	Waveney Norse	Bin emptying	9.99	2.00	11.99
224	Suffolk ALC	Membership 2023-24	232.65	-	232.65
225	S C Blackburn	April salary and expenses including P30 (for Jan-March) £225.00, Graphic Solutions (NDP) £99.50 and I Riches (Moles) £50.00	702.76	-	702.76

_____ Chair

_____ Date

Chair _____ Clerk _____ Date _____