

SHADINGFIELD SOTTERLEY WILLINGHAM AND ELLOUGH
JOINT PARISH COUNCIL

Minutes of the ordinary meeting of the Parish Council

held at Shadingfield Village Hall

on Wednesday 15th July 2015

at 7.00pm

36/15 Present

Cllrs, Ms S Wilson, Mrs A Chipperfield, L Osmon, J. Sheldrake, P. Scuffil, E Potter, M Davidson, Mrs J Davidson, T Forrest.

J Armstrong (Clerk). 3 members of the public

37/15 Chairman

In the absence of both the chairman and vice-chairman **it was agreed** that Cllr Ms. Wilson would take the chair.

38/15 Apologies

Cllr. S Thompson (Chairman), WDC Cllr K Springall , SCC Cllr D Ritchie, PCSO Watson

39/15 Declarations of Interest

None

Cllr Sheldrake joined the meeting at this point.

40/15 Minutes of the Parish Council meeting held on 17th June 2015.

It was proposed by Cllr M Davidson and seconded by Cllr Osmon that the minutes of the meeting of Wednesday 17th June 2015 be accepted as a true record. This was agreed by the Council. The Chairman signed the minutes

41/15 Matters arising not otherwise on the agenda.

There were no matters arising

42/15 Meeting opened to the public.

A question was asked about the planning application for changes to the caravan park on London Road. The clerk said that no outcome had yet to be received from WDC.

43/15 Reports

43/15/1 SCC Report

There was no SCC report

43/15/2 WDC Report

Cllr Springall apologised for not being able to attend the meeting due to sickness. A written report was read by the clerk. Cllr Springall reported that the new council offices were now being used and several training sessions for WDC Councillors had been held.

43/15/3 Police Report

PCSO Watson was not able to attend the meeting but had sent a report which stated that there had been 2 recorded crimes in the parish since the last meeting.

Chairman: _____ Clerk _____ Date _____

1. Theft of a telephone box from a property on London Road Shadingfield.
2. Theft of lights from a vehicle at Warrens Lane Ellough

44/15 Correspondence

WDC are holding a review of the Waveney Local Development Plan and have arranged a series of workshop sessions for parish councils during September. The Chairman Cllr Thompson had requested, through the Clerk, for Council to agree to attend one of the sessions, a further request that the selection of attendees would be made at a later date. Following discussion it was agreed that the council would attend a workshop and that selection of attendees would be made later. The clerk asked if members would prefer a 10am, 2pm or 6pm meeting slot. It was agreed that a 6pm start would be preferable followed by a 10am start.

45/15 Co-option to vacancies

The clerk reported that two expressions of interest/applications had been made for co-option to the council from Mr Martin Smith and Ms Lesley Riley. Following a telephone conversation earlier today Ms Riley withdrew her expression of interest. A further application for co-option was received from Mrs Jemma Mills. Members were asked by the Chairman if they wished to ask the applicants any questions. Mr Smith and Mrs Mills were asked to leave whilst council considered their respective applications. On a proposition by Cllr Scuffil seconded by Cllr Potter it was agreed to co-opt Mr Smith to the vacancy for Sotterley and Mrs Mills to the vacancy for Willingham. Mr Smith and Mrs Mills were invited back and welcomed to their roles by the Chairman. The declarations of acceptance of office were signed.

46/15 Finances

46/15/1 Authorisation of cheques for payment

On a proposition by Cllr M Davidson seconded by Cllr Scuffil the following payments were agreed by Council

Bin emptying £12 payee Waveney Norse cheque number 100696

Course fee Clerks networking day £18 payee SALC cheque number 100695

Cllr Sheldrake presented an invoice for the cost of the 'Walks' leaflet. The clerk pointed out that the invoice was made out incorrectly. It was agreed to authorise the payment of the invoice subject to the invoice being re-issued by Richardson Printing made out to the Parish Council.

46/15/2 Account balances. The clerk reported that the current account stood at £15,082.23 and the saver account stood at £935.14

46/15/3 Changes to the bank mandate. The clerk reported that new signatories were necessary to the bank accounts following the election. The necessary forms were issued to Cllr Osmon, Cllr Potter and Cllr M Davidson.

46/15/4 Election costs. At the last meeting it was agreed to postpone the payment of the election costs for May 2015. The clerk was asked to investigate the reasons for the invoices that the council had received. The clerk reported that WDC had indicated that as the joint parish council was made up of four parishes each is required to pay costs related to the election. Following discussion it was agreed to pay the election invoices. Election costs £505.68 payee Waveney District Council cheque number 100694.

It was further agreed that a governance review be undertaken to change the constitution of the joint parish council. The clerk was asked to investigate the procedure for implementing a governance review.

Chairman: _____ Clerk _____ Date _____

47/15 Planning**47/15/1 Planning Applications**

There were no planning applications

47/15/2 Outcomes of planning applications from WDC

DC/15/1892/FUL Cladding on front elevation Unit 6 Ellough Industrial Estate **WDC**

Approved

DC/15/1366/FUL Additional Accommodation Marsh Farm House Hulver Road Ellough
WDC Approved

48/15 Sotterley Cemetery Report

The clerk reported that he had written to the relatives of the late Mrs Bezant about the raising of the ground at the grave and to one relative of another deceased person about plastic flowers. The Chairman had requested that no further discussion about the cemetery be undertaken until a further cemetery committee meeting had been held.

49/15 Chapel Preservation Trust Report.

Cllr Scuffil on behalf of the preservation trust committee said that a visit had been made to the Chapel by the U3A Stour Valley Church Study Group. Cllr scuffil gave a presentation to the group. A successful Home Produce Market had been held at the Chapel. Cllr Mills asked if events at the Chapel could be more widely advertised to enable more people to attend.

50/15 Any other business

50/15/1 Update on the neighbourhood plan was deferred to the next meeting

50/15/2 Playground. Cllr Osmon reported that he had met with a representative from Playdale Ltd and a quote for the replacement of the playground equipment and suggestions for an expansion of the playground will be forthcoming.

50/15/3 Update on the allotment plan was deferred to the next meeting.

51/15 Items for the agenda of the next meeting

1. Neighbourhood plan update
2. Allotment update
3. 30mph stickers for wheelie bins
4. Village Sign

52/15 Date of next meeting

The date of the next meeting is Wednesday 16th September 2015 at 7.00pm at Shadingfield Village Hall. Cllr Potter and Cllr M Davidson gave their apologies for the next meeting

Meeting closed at 7.55pm

Chairman: _____ Clerk _____ Date _____