

SHADINGFIELD SOTTERLEY WILLINGHAM AND ELLOUGH  
JOINT PARISH COUNCIL

**Minutes of the ordinary meeting of the Parish Council**

held at Shadingfield Village Hall

**on Wednesday 14<sup>th</sup> May 2014**

at 7.10pm

**16/14 Present**

Cllrs, , Mrs A Chipperfield , Ms S Wilson, S Thompson (Chairman), J. Sheldrake, T Forrest (vice chairman), P. Scuffil, P. Read, M Davidson, E Potter

J Armstrong (Clerk), PCSO Watson

3 members of the public

**17/14 Apologies**

Cllrs Mrs J Davidson, L Osmon, WDC Cllr K Springall ,

**18/14 Election of Chairman 2014/2015**

**Cllr Thompson was proposed by Cllr Read and seconded by Cllr Mrs Chipperfield.** There being no other nominations Cllr Thompson was declared elected as Chairman for 2014/2015.

**19/14 Election of Vice Chairman 2014/2015**

**Cllr Forrest was proposed by Cllr Read and seconded by Cllr Thompson.** There being no other nominations Cllr Forrest was declared elected as Vice Chairman for 2014/2015

**20/14 Declarations of Interest**

None

**21/14 Minutes of the Parish Council meeting held on 16<sup>th</sup> April 2014.**

**It was proposed by Cllr Ms Wilson and seconded by Cllr Davidson that the minutes of the meeting of Wednesday 16<sup>th</sup> April 2014 be accepted as a true record. This was agreed by the Council.** The Chairman signed the minutes

**22/14 Matters arising not otherwise on the agenda.**

22/14/1. The clerk reported on the information received from SALC concerning actions available to the council in respect of the issues arising from the planning application for the caravan site.

22/14/2 Following the request at the last meeting the clekr updated the council on funds available from section 106 funds

**23/14 Meeting opened to the public.**

Residents are to have a meeting with Canon Paul Nelson about the caravan site and that a conversation with the owner of the site about possible future changes to the site had taken place.

The Chairman thanked the residents for their contributions.

Chairman: \_\_\_\_\_ Clerk \_\_\_\_\_ Date \_\_\_\_\_

**24/14 Reports****24/14/1 SCC Report**

There was no SCC report

**24/14/2 WDC Report**

There was no WDC report

**24/14/3 Police Report**

PCSO Watson gave the crime report for the year. There was a small increase in reported crime this year. There were four reported crimes during April, two involving burglaries at outbuildings in Sotterley one resulted in the theft of power tools and equipment, nothing was taken in the other, a theft of diesel from a vehicle and criminal damage to a vehicle at Ellough industrial estate. The SNT priorities until July are under age drinking, marine theft and anti-social behaviour.

PCSO Watson reported that equipment for the operation of a community speed watch group was now available to hire from Suffolk Police at a cost of £70 per month. It was agreed that this item would be placed on the agenda for the next meeting. The Chairman thanked PCSO Watson for his report.

The Chairman closed the meeting for public contribution.

**25/14 Correspondence**

1. Closure of Road in Oulton Broad January 2015
2. Changes to dustbin collections from Waveney Norse
3. Report from the Adnam's Charity Trust

**26/14 Finances**

26/14/1 Authorisation of cheques for payment

There were no outstanding invoices

26/14/2 The clerk presented the audited accounts for 2013/14 and the external audit return. There were no questions concerning the accounts. **Cllr Read proposed that the accounts for the year ended 31<sup>st</sup> March 2014 be adopted and that the external audit return be signed. This was seconded by Cllr Ms Wilson and agreed by the council. The Chairman signed the accounts and the external audit return.**

26/14/3 The clerk reported that the first instalment of the precept £3600 had been received.

**27/14 Planning**

**27/14/1** Planning Applications

The Council confirmed the interim decision on DC/14/1169/FUL Installation of a solar farm at Playters New Farm Ellough for EEW Eco Energy World Ltd

27/14/2

**Council considered the following applications:**

DC/14/1062/FUL construction of an industrial building for repair and maintenance of commercial vehicles including plant for The Worlingham Property Company.

**Approved by the Council.**

DC/14/1314/FUL Construction of a new crematorium, associated car park, access road and gardens of remembrance, Land at Warren Lane, Ellough for Memoria Ltd.

**Approved by the Council with reservations about the road safety issues at the junction of Warren Lane and Benacre Road.**

DC/14/1508/FUL construction of an agricultural general purpose building/grain store Beccles Heliport Benacre Road Ellough for Mr J Collen. **Approved by the Council.**

The clerk was asked to reply to WDC on the appropriate forms

Chairman: \_\_\_\_\_ Clerk \_\_\_\_\_ Date \_\_\_\_\_

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**27/14/2** Outcomes of planning applications from WDC

None

**27/14/3** Village Profile

The clerk reported that he had received documents with information from the 2011 census

**28/14 Sotterley Cemetery Report**

28/14/1 The clerk reported that he had written to the relatives of a person buried at the cemetery requesting the removal of a plastic picket fence that is contrary to the cemetery regulations.

28/14/2 Cllr Ms Wilson asked if the cemetery regulations need to be reviewed. It was agreed that a shortened simpler version be developed for members of the public requiring the information.

**29/14 Revision of Policies**

The council carried out the annual review of its policies:

- a. Standing orders
- b. Code of Conduct
- c. Financial Regulations
- d. Financial risk assessment
- e. Health and Safety
- f. Equal opportunities
- g. Publication Scheme (Freedom of Information)

The clerk reported that a new model for the financial regulations had been recommended by SALC and incorporates changes to the methods of payment allowed by councils. There are no changes required to any of the other policies. **It was agreed that the new financial regulations be adopted and all other policies be adopted for the coming year.**

**31/14 Any other business**

31/14/1 Cllr Davidson reported on a meeting he attended at Beccles Town Hall with the Town and neighbouring Parish Councils to discuss informally the provision of a neighbourhood plan. Beccles Town Council have suggested that it would be a good idea if a joint plan is developed and that costs could be shared based on resident numbers. Costs are likely to be in the region of £20,000. There are some financial incentives to having a plan within the CIL payments. A workshop will be organised to take the matter further.

**32/14 Items for the agenda of the next meeting**

Community Speed Watch Group  
Replacement of playground equipment  
Planters and flowers in the villages – Residents Group  
Village signs

**33/14 Date of next meeting**

The date of the next meeting is Wed 19<sup>th</sup> June 2013 at 7.00pm at Shadingfield Village Hall

**Meeting closed at 8.45pm**

Chairman: \_\_\_\_\_ Clerk \_\_\_\_\_ Date \_\_\_\_\_