

SHADINGFIELD SOTTERLEY WILLINGHAM AND  
ELLOUGH JOINT PARISH COUNCIL

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

held at Shadingfield Village Hall  
**on Wednesday 19<sup>th</sup> September 2012**  
at 7.00pm

**69/12 Present**

Cllrs. Ms L Riley, Ms S Wilson, Mrs A Chipperfield, S Thompson (Chairman), J Sheldrake, L. Osmon, R Lloyd, T Forrest (Vice Chairman), P Scufill, P Read  
J Armstrong Clerk, 2 members of the public PCSO Laura LeSurf

**70/12 Apologies**

Cllr D Rich, Cllr David Ritchie SCC

**71/12 Declarations of Interest**

None

**72/12 Minutes of the Parish Council meeting held on 18<sup>th</sup> July 2012.**

**It was proposed by Cllr. Osmon and seconded by Cllr Read that the minutes of the meeting of Wednesday 18<sup>th</sup> July 2012 be accepted as a true record. This was agreed by the council.**

The Chairman signed the minutes

**73/12 Matters arising not otherwise on the agenda.**

**44/12** The clerk reported that he had heard nothing further in respect of the issues concerning the caravan site at the Fox public house.

**49/12** The clerk reported that he had heard nothing from Mr Stevens concerning the plot reservations. The clerk said that the plots have been returned to the available list.

**66/12/2** The clerk confirmed that the mole clearance on the playing field had been carried out.

**74/12 Meeting opened to the public.**

Mr Mason raised concerns about the dangers of children running on to the main road from the playing field and requested that the council considers a fence along the affected area to reduce that possibility of a serious accident in the future. A further suggestion was made to consider moving the entrance to the field to the Sotterley Road side of the field. The Chairman said that the council would discuss the issue raised.

Mr Mason and Mr Greenwood raised residents concerns about speeding along London Road and that several near misses had occurred in the recent past. Mr Greenwood said that the provision of speed bumps along London Road would reduce traffic speed through the Village. The Chairman said that the council took very seriously the question of traffic speeds through the village and would bring the matter to the attention of the Highways department.

Mr Mason raised a further issue about the road surface outside his bungalow which he has brought to the attention of the highways department on numerous occasions.

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

There is a particular issue about standing water and the danger to pedestrians during wet weather. The Chairman said that the council would bring the matter to the notice of highways.

**75/12 Reports**

**75/12/1** PCSO LeSurf reported that there had been three recorded crimes in the period July/August.

1 burglary at Church Road Ellough a workshop was broken into and tools stolen.

1 instance of criminal damage to a tractor at the heliport at Ellough

1 instance of intimidation of a witness.

A priority setting meeting will be held on 23<sup>rd</sup> Sept. At the Town Hall Beccles.

**75/12/2** There was no SCC report.

**75/12/3** There was no WDC report

The Chairman closed the meeting for public contribution.

**76/12 Correspondence**

For Action

1. SALC web site courses
2. SALC Suffolk Coastal Forum
3. Suffolk Acre newsletter July and August
4. SALC forthcoming courses
5. WDC Declaration of acceptance of office changes
6. WDC Public consultation joint environmental policy and action plan
7. WDC local housing needs survey
8. Suffolk Acre Village review opportunity
9. SALC information services info on payment methods
10. SALC information services info on use of red diesel
11. Letter from Fiona Davies restoring village signs
12. SCDC info on openness and transparency on personal interests
13. Suffolk Acre info on taking over the running of public services in the community
14. Suffolk Acre Rural services review document report published
15. Sandbag purchases
16. Workshop on running wildlife projects
17. AGE uk transport to hospital information
18. SALC information services info on pecuniary interests
19. Suffolk Acre funding opportunities
20. SALC information services general info
21. SALC NALC info on council tax changes
22. SALC information services info on the sustainable communities act
23. WDC update on register of interests procedures
24. Suffolk Acre link to Rural Statement 2012
25. SALC Council Tax Support changes
26. SALC Details of AGM
27. Rural Services Network information
28. Suffolk View magazine
29. Clerks and Councils Direct magazine

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

**77/12 Finances**

**77/12/1** Authorisation of cheques for payment

**On a proposition by Cllr Read seconded by Cllr Osmon members agreed the following payments:**

Mark Jolley Pest Control mole clearance at the playing field £72.00 cheque number 100596

Chris Poval Erection of the goal posts £384.00 cheque number 100597

Waveney Norse bin emptying £12.00 cheque number 100598

Andrew Sutton grass cutting 4 and 5 and rolling the field £396.00 cheque number 100599

BDO LLP external audit fee £180.00 cheque number 100600

J Armstrong clerk's pay July/September £380.87 cheque number 100601

HMRC paye on clerk's pay £95.20 cheque number 100602

Suffolk Acre insurance premium 2012/13 £379.29 cheque number 100603

Ladywell Accountancy Services PAYE admin fee 2012/13 £40.00 cheque number 100604

**77/12/2** The clerk presented the accounts to date Current balances stand at £21,256.61.

**77/12/3** External Audit Report. The clerk reported that the external audit had been completed and the auditors had indicated that the balances had a variance of £1 the clerk will investigate this in consultation with the internal auditor.

**78/12 Planning**

**78/12/1** Members considered planning application DC/12/1048/AME Non-material amendment to DC/12/1090/FUL Construction of 15no starter nursery units change of front elevation cladding colour scheme to units 11-15.

It was proposed by Cllr and seconded by Cllr that the application be approved. This was agreed. The clerk was asked to communicate the decision to WDC.

**78/12/2** Outcomes of planning applications from WDC

DC/12/0642/LBC replacement of thatched roof with pantiles, Sotterley Farms WDC Approved

DC/12/0643/FUL replacement of thatched roof with pantiles, Sotterley Farms WDC Approved

**79/12 Sotterley Cemetery**

**79/12/1 Reservation of plots at the cemetery.** The clerk updated the council on the position of the reservation of grave spaces. A parishioner has reserved a plot at the cemetery.

**79/12/2 Memorial.** Clerk has received the necessary forms and fees for a memorial to be erected at the cemetery

**79/12/3 Funeral Request** Council approved a request for burial in the cemetery.

**79/12/4** The clerk reported that a request to use the Chapel for a funeral Service had been received and asked Council to consider whether it wished to make a charge for such use. After discussion **it was agreed** that no charge would be levied but a request for a donation to the Preservation Trusts funds be made.

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

**80/12 Any other business**

**80/12/1 Traffic calming measures**

Following discussion of the issues raised by members of the public it was agreed to invite an officer from the Highways Department of SCC to the next meeting to advise the council on what options might be available to achieve improvements to road safety in the parish.

**80/12/2 War Memorial**

**Following discussion it was proposed by Cllr Scuffil and seconded by Cllr Thompson that the Council accept responsibility for the restoration of the War Memorial at Sotterley and that funds should be set aside for such purpose. This was agreed by Council.** Costs etc would be decided at a future meeting

**80/12/3 Bus shelter replacement**

The clerk reported on prices for wooden bus shelters. Following discussion council considered the costs to be too high and the clerk was asked to approach local companies to ascertain costs of providing a suitable shelter using treated softwood.

**80/12/4 Playing field fence.**

Following discussion about the access to and from the playing field raised by the public, the clerk was asked to get prices and details of fencing to reduce the dangers identified

**80/12/5 Resignation** Cllr Richard Lloyd tendered his resignation from the council. Cllr Lloyd said that having been a councillor for a number of years it was time for him to retire and he wished his colleagues well for the future. The council accepted Cllr Lloyd's resignation and the Chairman thanked him for his valued contributions and work for the Parish during his time as a councillor.

**81/12 Items for the agenda of the next meeting**

Community orchard and allotments, traffic calming, fencing at the playing field.

**82/12 Date of next meeting**

The date of the next meeting is Wed 17<sup>th</sup> October 2012 at 7.00pm at Shadingfield Village Hall

**Meeting closed at 8.35pm**

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