

SHADINGFIELD SOTTERLEY WILLINGHAM AND ELLOUGH
JOINT PARISH COUNCIL

Minutes of the ordinary meeting of the Parish Council

held at Shadingfield Village Hall

on Wednesday 20th April 2016

at 7.00pm

154/15 Present

Cllrs, S Thompson (Chairman), Mrs A Chipperfield, J. Sheldrake, L Osmon , P. Scuffil, M Davidson, Ms S Wilson, M. Smith, T Forrest.

J Armstrong (Clerk).

1 member of the public.

155/15 Apologies

Apologies were received from Cllrs, Ms J Mills, E Potter, Mrs J Davidson, WDC Cllr K Springall, SCC Cllr D Ritchie.

156/15 Declarations of Interest

None

157/15 Minutes of the Parish Council meeting held on 16th March 2016.

It was proposed by Cllr Davidson and seconded by Cllr Mrs Chipperfield that the minutes of the meeting of Wednesday 16th March 2016 be accepted as a true record. This was agreed by the Council. The Chairman signed the minutes

158/15 Matters arising not otherwise on the agenda.

The clerk reported that the kerb and hard standing for the bus stop on the playing field side of the A145 had been completed.

159/15 Meeting opened to the public.

A member of the public expressed concern about a fire in a disused caravan at the caravan site to the rear of the Fox Inn. It was thought that there might have been asbestos in the caravan. The clerk was asked to inform Environmental Health at WDC.

160/15 Reports

160/15/1 SCC Report

There was no SCC report

160/15/2 WDC Report

Cllr Springall provided a written report on the activities at WDC which was read by the clerk. The report included the Community Governance Review for Lowestoft, the forthcoming elections and licensing committee work.

160/15/3 Police Report

A letter had been received with details of the new provisions for reporting crime in the parishes. Details of crimes in the Safer Neighbourhood Team area will be published on the Police website.

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161/15 Correspondence

The following correspondence was received and considered by the Council:

1. A letter from the planning department reporting that the Tree Preservation Order at Shadingfield will not now be revoked
 2. An invitation was received to attend the Rural Coffee Caravan AGM
 3. A letter from WDC giving details of the Community Governance Review for Lowestoft.
 4. A letter from EACH requesting a donation.
 5. A letter from SARS requesting a donation
- The clerk was asked to add both requests to the agenda for the next meeting.
6. A copy of the Adnams Charity report.
 7. A letter from Anglia Care trust with details of Volunteer opportunities

162/15 Finances**162/15/1 Authorisation of cheques for payment**

On a proposition by Cllr Thompson seconded by Cllr Forrest the following payments were agreed by Council:

Hire of Village Hall for Meetings £110.00 payee Shadingfield Abbey cheque number 100718

Bin emptying £12.00 payee Waveney Norse cheque number 100719

162/15/2 Account balances. The clerk reported that the current account stood at £17,327.76 and the saver account stood at £935.50 as at 31st March 2016

162/15/3 Draft Accounts for 2015/2016. The clerk presented the draft accounts for the year ending 31st March 2016. The clerk reported that he would arrange for the internal audit of the accounts. It was further reported that the External audit would include the intermediate review requirements.

163/15 Planning**163/15/1 Planning Applications**

DC/16/0877/COU Change of use from residential annexe wing to Holiday Let accommodation for Mr and Mrs Rushton-Maynard Alexandra Barn Southwell Lane Sotterley. **Council confirmed the decision to recommend approval.**

DC/16/1345/VOC Variation of Condition no.6 of DC/15/3570/FUL – Change of use from B2 industrial to D2 Assembly and Leisure – Alteration to opening times. Unit 6 Ellough Industrial Estate for Mr Dyer. **Following discussion it was agreed to recommend approval of the application.**

DC/16/1410/FUL construction of a front porch at Crossbow Cottage, 9 Woodfield Close Willingham for Mr Kieran McDonald. **Following discussion it was agreed to recommend approval of the application**

DC/16/1465/FUL Insertion of 2no. Small dormers, 3no. Velux roof lights, to facilitate loft conversion at Woodland View, London Road, Shadingfield for Mr Jay Edmunds.

Following discussion it was agreed to recommend approval of the application

163/15/2 Planning Outcomes DC/16/0875/FUL Demolition of pole barn and erection of 3 bay cartlodge with home gym above for Mr and Mrs Rushton-Maynard.

164/15 Sotterley Cemetery Report

The clerk reported that there will be burial at the cemetery next week. A request had been made for a memorial headstone. The cemetery committee refused the request as the design requested did not conform to the regulations for memorial

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stones permitted. The clerk was asked to contact the stonemasons with the outcome.

Cllr Thompson presented details of the provision and costs for a survey of the cemetery. The cost would be in the region of £1700 and £2500. The clerk had advised that in his opinion the records for the cemetery were out of date and required to be updated and that a geo-physical survey would confirm the position of graves as recorded on the plan which was completed in 1959. Cllr Scuffil said that he would be happy to redraw the plan from the records currently in use and that he did not see the need for the geo-physical survey. There were in his opinion sufficient graves available on the East and West boundaries of the cemetery to meet the likely needs in the immediate future.

It was agreed to defer a decision until the next meeting.

165/15 Chapel Preservation Trust Report.

Cllr Scuffil reported that the recently held coffee morning was well attended and a number of activities for the Church and the trust were planned, the Rogation Service will be held on 1st May, the Trust AGM on 3rd May, and the Wild Flower Day and the Moveable Feast would follow.

166/15 Replacement of equipment at the Playground

Cllr Davidson reported that he had not yet met with Waveney Norse but a meeting was scheduled for next week.

167/15 VAS Signs.

Cllr Osmon said that the signs were working and that Cllr Potter will download data in the near future.

168/15 Any other business

Neighbourhood Plan Partnership

Cllr Thompson said there had been no meetings and no progress as the Chair of the group was abroad.

Pot Holes. Cllr Osmon said he had been approached by Mr Mason of London Road about an area of the road outside his property was subsiding. Mr Mason has reported this but no action had yet to be taken. The clerk was asked to contact Highways.

169/15/1 Date for the Annual Parish Meeting

It was confirmed that the 2016 Annual Parish Meeting would be held on Wednesday 18th May 2016 at the Shadingfield Village Hall 7.00pm

170/15 Items for the agenda of the next meeting

Donation requests
Cemetery survey

171/15 Date of next meeting The date of the next meeting will be Wed 18th May 7.30pm at Shadingfield Village Hall. And will be the AGM of the Parish Council

Meeting closed at 8.35pm

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