

SHADINGFIELD SOTTERLEY WILLINGHAM AND  
ELLOUGH JOINT PARISH COUNCIL

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

held at Shadingfield Village Hall

**on Wednesday 17<sup>th</sup> July 2013**

at 7.00pm

**50/13 Present**

Cllrs. S Thompson (Chairman), D. Rich J. Sheldrake, T Forrest (vice chairman), P. Scuffil, L. Osmon

J Armstrong (Clerk), PCSO D Watson

Cllr Kevin Cross( Wrentham Town Council)

**51/13 Apologies**

Cllrs. Ms S Wilson, Mrs A. Chipperfield, Mrs L Marq, P. Read, Cllr D Ritchie SCC, Cllr K SpringallcWDC

**52/13 Declarations of Interest**

None

**53/13 Minutes of the Parish Council meeting held on 19<sup>th</sup> June 2013.**

**It was proposed by Cllr Scuffill and seconded by Cllr Forrest that the minutes of the meeting of Wednesday 19<sup>th</sup> June 2013 be accepted as a true record. This was agreed by the Council.** The Chairman signed the minutes

**54/13 Matters arising not otherwise on the agenda.**

The clerk reported that he had had an email from the highways department about the siting of Variable Speed Indicators along London Road. **Council agreed that the signs be placed as soon as possible.**

**55/13 Meeting opened to the public.**

Cllr Cross from Wrentham Town Council introduced himself and explained that his council were investigating the possibility of a neighbourhood plan and was seeking the views of other parishes close to Wrentham. Cllr Cross said that there were grants available for elements of the plan. Cllr Thompson said that the council had not made a decision about a neighbourhood plan. The council agreed that it would happy to attend a meeting with Wrentham council and other parishes to discuss the matter further. Cllr Cross said he would forward some information about grants etc to the clerk. The Chairman thanked Cllr Cross.

**56/13 Reports**

**56/13/1 SCC Report**

There was no SCC report because of the impending by election at WDC

**56/13/2 WDC Report**

There was no WDC report because of the impending by election at WDC

**57/13/3 Police Report**

PCSO Watson reported that there had been one reported crime since the last meeting , theft of diesel from a vehicle at Ellough. PCSO Watson said that the

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

community speed watch team are hoping to set up a hire scheme for equipment used in community speed watch activities. Training would still be required. Further details would be available later.

The Chairman thanked PCSO Watson for his report.

The Chairman closed the meeting for public contribution.

**57/13 Correspondence**

For Action

- 1. SALC INFO on lowering the voting age
- 2. SALC INFO on precept data
- 3. SALC INFO on community infrastructure levy guidance
- 4. SALC new councillors guide
- 5. SALC local information service June 13
- 6. SALC SCC Suffolk's most active community
- 7. SCC Endeavour card for young people

For Reference

- 1. Community Action Suffolk newsletter 19<sup>th</sup> June
- 2. Community Action Suffolk newsletter 27<sup>th</sup> June
- 3. Community Action Suffolk newsletter 3<sup>rd</sup> July
- 4. Community Action Suffolk newsletter 11<sup>th</sup> July
- 5. SALC dates for courses
- 6. Macmillan coffee morning event

For information

None

57/13/2 The clerk requested approval to send out digital correspondence when it was received. The clerk explained that this will improve Council response and ensure deadlines would not be missed. The clerk will screen email prior to forwarding. Council agreed to trial the proposal.

**58/13 Resignation**

The clerk read a letter of resignation from Cllr Mrs L. Riley which was received with regret by the Council. The Chairman expressed the thanks of the Council for Cllr Riley's contribution to the work of the council and effort in supporting the residents of the parish during her time as a councillor. The clerk was asked to write to Mrs Riley expressing the council's thanks and best wishes.

**59/13 Casual Vacancy**

Council received a report from the clerk giving the procedure for the vacancy for Shadingfield caused by the resignation of Cllr Riley.

**60/13 Co-option**

The clerk reported that he had received a letter from Mr and Mrs Davidson of London Road Shadingfield expressing a wish to be considered for co-option to the Council. It was agreed that Mr and Mrs Davidson be invited to the next meeting of the Council. The clerk was asked to write to Mr and Mrs Davidson.

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

**61/13 Finances**

61/13/1 Authorisation of cheques for payment

**On a proposition from Cllr Osmon seconded by Cllr Scuffill , Council agreed the following payments**

Grass cutting of the playing field £212.40 payee Eastern Facilities Management Solution Ltd cheque number 100628

Bin emptying £12 payee Waveney Norse cheque number 100629

**61/13/2** The clerk reported that he had made the VAT reclaim for 2011/2013 and £543.24 had been paid into the account.

**61/13/3** The clerk reported that the current balances were current account £18,678.10 (less authorised payments as above) and deposit account £934.17.

**61/13/4** Council confirmed the payment of £750 to St John's church Shadingfield agreed at the April meeting minute 9/13/1 following WDC planning decision. The clerk was asked to inform the PCC that should the car park project not be undertaken the donation must be returned to the Council.

**62/13 Planning**

**62/13/1** Planning Applications

There were no planning applications

**62/13/2** Outcomes of planning applications from WDC

The clerk reported that 4 outcomes had been received.

DC/13/0576/LBC and DC/13/0577/FUL conversion and alteration of barns to create a conference/meeting area for Sotterley farms Partnership **WDC Approved**

DC/13/0627/LBS replacement of windows for Mr J Kidner Park Farm Shadingfield **WDC Approved**

DC/13/0524/COU change of use from agricultural land to a car park for St John's Church **WDC Approved**

**63/13 Co-option to vacancy**

This item was discussed in camera. A confidential minute is attached to these minutes.

**64/13 Sotterley Cemetery**

The clerk reported that he had received an enquiry about grave space reservations from a local resident. Cllr Scuffill said that he and Graham Fisher were in the process of cutting the grass at the cemetery

**65/13 Any other business**

65/13/1 The Chairman reported that the cleaning of the war memorial was underway but not yet finished.

65/13/2 A revised quote had been received from Martin Read for the base for the bench at Ellough of £200. Council agreed to accept the quotation. The clerk was asked to reply to Mr Read.

**66/13 Items for the agenda of the next meeting**

There were no items.

**67/13 Date of next meeting**

The date of the next meeting is Wed 18<sup>th</sup> September 2013 at 7.00pm at Shadingfield Village Hall

**Meeting closed at 8.10 pm**

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