

SHADINGFIELD SOTTERLEY WILLINGHAM AND ELLOUGH
JOINT PARISH COUNCIL

Minutes of the ordinary meeting of the Parish Council

held at Shadingfield Village Hall

on Wednesday 18th May 2016

at 7.15pm

1/16 Present

Cllrs. Ms. S Wilson, Mrs A Chipperfield, Ms. J Mills, S Thompson (Chairman), J Sheldrake, P Scuffil, M Davidson Mrs J Davidson, E Potter, M Smith, T Forrest, J Armstrong Clerk, 1 resident

2/16 Apologies

WDC Cllr K Springall , SCC Cllr D Ritchie

3/16 Election of Chairman 2016/2017

Cllr Thompson was proposed by Cllr Sheldrake and seconded by Cllr M Davidson.

There being no other nominations Cllr Thompson was declared elected as Chairman for 2016/2017.

4/16 Election of Vice Chairman 2016/2017

Cllr M Davidson was proposed by Cllr Scuffil and seconded by Cllr Mrs J Davidson.

There being no other nominations Cllr Sheldrake was declared elected as Vice Chairman for 2016/2017

5/16 Declarations of Interest

None

6/16 Minutes of the Parish Council meeting held on 20th April 2016.

It was proposed by Cllr M Davidson and seconded by Cllr Mrs A Chipperfield that the minutes of the meeting of Wednesday 15th April 2015 be accepted as a true record. This was agreed by the Council. The Chairman signed the minutes

7/16 Matters arising not otherwise on the agenda.

168/15 The clerk reported that he had contacted Highways about the pothole outside Mr Mason's property. The reply from Highways had been sent to Cllr Osmon and passed to Mr Mason

8/16 Meeting opened to the public.

There were no comments or questions from the public.

9/16 Reports

9/16/1 SCC Report

Cllr Ritchie had apologised for not being able to attend and had said that if Council had any projects that required financial support they could be considered for a grant from his locality budget.

Chairman: _____ Clerk _____ Date _____

9/16/2 WDC Report

Cllr Springall apologised for not being able to attend the meeting due to a meeting of Waveney District Council being held at the same time.

9/16/3 Police Report

There was no Police Report

The Chairman closed the meeting for public contribution.

10/16 Correspondence

Letters/emails had been received from:

The Chief Fire Officer with details of the changes proposed in the fire service review.

SCC with details of changes to opening hours for household waste sites

The Centenary Fields Programme with details of support for green spaces in the Parish

Suffolk Police with details of meetings being held throughout the year to improve communication with parish councils.

11/16 Finances

11/16/1 Authorisation of cheques for payment

On a proposition by Cllr Mills seconded by Cllr Potter the following payments were agreed by Council:

Membership fee for 2016/17 £234.27 payee SALC cheque number 100720

Internal Audit Fee £20 payee G Mead cheque number 100721

11/16/2 The clerk presented the draft accounts for 2015/16. **On a proposition by Cllr Mills seconded by Cllr Potter that the accounts for the year ended 31st March 2016 be adopted this was agreed by Council.** The Chairman signed off the accounts and external audit form.

11/16/3 The clerk reported that the first instalment of the precept £3600 had been received.

12/16 Planning

12/16/1 Planning Applications

The Council considered the following application:

DC/16/1729/FUL Construction of a single storey extension, increase of existing dormer, accessing new roof terrace and replacement of front porch, Fourways, Church Road Ellough for Mrs Askam. Following discussion it was agreed to approve this application.

12/16/2 Outcomes of planning applications from WDC

DC/16/1410/FUL construction of a front porch at Crossbow Cottage, 9 Woodfield Close Willingham for Mr Kieran McDonald **WDC Approved**

12/16/3 Neighbourhood Plan

Cllr Thompson reported that a questionnaire and leaflet had been produced and that these will need to be delivered to residents of the Parishes. The question of cost of posting these to residents was discussed. The Clerk advised that this should be the responsibility of the neighbourhood plan team and paid for from the grant that the team should have applied for. Following a lengthy discussion about the organisation of the plan and the make-up of the team it was agreed that the Chairman would have a discussion with the team leader about a range of issues that were of concern to the parish council. The Chairman will report back at the next meeting.

Chairman: _____ Clerk _____ Date _____

13/16 Sotterley Cemetery Report

13/16/1 There had been no activity at the cemetery since the last meeting.

13/16/2 Cllr Thompson said that he had had discussions with the company about the survey at the cemetery but the revised quote was not much different from the original. Cllr Wilson said that she had made enquiries with other companies and had some further figures about cost as a result. Cllr Thompson asked Cllr Wilson to email the information to him.

14/16 Chapel Preservation Trust Report.

Cllr Scuffil on behalf of the preservation trust committee said that there had been two events at the Chapel recently. The Rogation Service had been quite well attended. The Wild Flower event had attracted around a hundred visitors and raised £230. The moveable feast will take place on 19th June tickets are £8 and numbers limited to 40.

15/16 Revision of Policies

The council carried out the annual review of its policies. The clerk reported that there were no changes to the policies that the Council should consider.

It was agreed that the new policies/procedures be adopted and all other policies be adopted for the coming year.

16/16 Any other business

16/16/1 Playground. Cllr Davidson reported that he had arranged to meet with staff from Waveney Norse next week to look at possible economic repairs to the playground equipment.

16/16/2 Cllr Sheldrake said that Ms Lesley Riley had approached him about emptying the bins at the playing field. They do not appear to have been emptied of late. The clerk will contact Waveney Norse to solve the issue.

16/16/3 The request for a donation to SARS was discussed together with similar requests from MAGPAS and EACH. Following discussion it was agreed that no donations would be made at the present time.

16/16/4 Cllr Mills asked about the possible provision of a Village sign for Shadingfield. Following discussion it was agreed speak to Cllr Ritchie about a possible grant from his Locality Budget.

17/16 Items for the agenda of the next meeting

There were no items for the next agenda

18/16 Date of next meeting

The date of the next meeting is Wed 15th June 2016 at 7.00pm at Shadingfield Village Hall

Meeting closed at 8.50pm

Chairman: _____ Clerk _____ Date _____