

SHADINGFIELD, SOTTERLEY, WILLINGHAM AND ELLOUGH JOINT PARISH COUNCIL

Minutes of the ordinary meeting of the Parish Council

held at Shadingfield Village Hall

on Wednesday 15 November 2017

at 7.00 pm

94/17 Present

CLRs S Wilson, P Scuffil, M Davidson (Chair), J Sheldrake, C Ellis, T Barnes, J Armstrong (retiring Clerk), M Allen (Clerk)

95/17 Apologies

CLs Ms J Mills, Mrs A Chipperfield, M Smith, Cllr Potter, WDC Cllr K Springall, SCC Cllr D Ritchie

96/17 Declarations of Interest

None

97/17 Minutes of the Parish Council meeting held on 25 October 2017

It was proposed by Cllr Ellis and seconded by Cllr Barnes that the minutes of the meeting of Wednesday 25 October 2017 be accepted as a true record. This was agreed by the Council. The Chairman signed the minutes.

98/17 Matters arising not otherwise on the agenda

None

99/17 Meeting opened to the public

There were no questions from the public

100/17 Reports

100/17/1 SCC Report – an email had been received from Cllr David Ritchie outlining the merger of authorities – copy attached

100/17/2 WDC Report – no report received

100/17/3 Suffolk Police – three burglaries had been reported in Ellough for the period of August and September

The Chairman closed the meeting for public contribution.

101/17 Correspondence

Correspondence had been received from

SALC regarding the criteria for disqualification of councillors and mayors. For information, no action required.

SCC re. Suffolk Minerals and waste local plan consultation. For information, no action required.

WDC re WDC budget review consultation – requesting whether the PC wished for a meeting to discuss matters, or whether they would prefer a written report. PC wished for a written report to be sent.

E mail regarding the requirement for a precept referendum should major changes be proposed.

102/17 Finance

- (a) To approve payment of outstanding invoices listed below

Stationery purchased by JAA £51.99

Clerk's pay – to be advised by Ladywell Accountancy Services for JAA and MA

Account balances

- (b) Current account as at 7 November 2017 £26,856.13; savings account £935.86

- (c) Budget Forecast and precept requirement for 2018/19

JAA explained the information on calculation of band D for precept and consideration was given to increasing the precept or leaving it at the current level. The recommendation was for there to be no change to the precept for 2018/19.

- (d) JAA advised that there would be an amount payable to HMRC for PAYE before the next meeting in January 2018.

Acceptance of the finance items was proposed by T Barnes and seconded by C Ellis and the motion was carried unanimously.

103/17 Planning

- (a) To consider any planning applications posted since the last meeting

DC/17/4606/FUL Erection of small, single storey recreational tree house, decks and play equipment at Shadingfield House, London Road, Shadingfield for Mr & Mrs Tallon.

Plans were circulated to councillors for consideration. Cllr T Barnes declared an interest in that he had been asked to quote for the provision of staghorn oak for the project. After considerable discussion concern was expressed regarding the potential commercial use of this addition and a note to this effect would be sent to the planning authority.

(b) To receive outcomes of planning applications from WDC.

Nothing to report.

Update following correspondence to WDC regarding the redundant farm building Shadingfield. No further information has been received at this time. JAA to follow up.

104/17 Resignation of Cllr Forrest and Cllr Osman

The Council accepted the resignation of Cllr Forrest and Cllr Osman and WDC would be informed of this and the vacancies that this leaves. JAA to prepare the paperwork and vacancy advertisements will be posted. JAA explained the process for election or co-option.

105/17 Cemetery Report

There has been no activity at the cemetery since the last meeting, but the grass has been cut.

106/17 Sotterley Chapel Preservation Trust Report

Cllr Scuffil advised that a remembrance service had been held with refreshments being served in the chapel afterwards. A produce market will be held in the Chapel on the 25 November 2017.

107/17 Update on neighbourhood plan

Cllr Potter had provided a written report on the progress being made – the next meeting is scheduled to take place on Wednesday 22 November at 7.00 pm at the Shadingfield Fox.

108/17 Update on village sign

Cllr Mills to provide to the next meeting.

109/17 Any other business of which due notice has been given

(a) To note the new email address for the Council Clerk

(b) To discuss whether the Parish Council is the appropriate forum for raising concerns about the condition of roads in the parish especially opposite Sotterley Chapel, and to report road signs which need repair.

JA advised that there was a website available for reporting potholes and also advised that the Highways Department was being re-organised. Once clarity has been received on the appropriate route for reporting these matters, Councillors will be advised. JAA to follow up.

110/17 Requests for items to be placed on the agenda for the next meeting

111/17 to note that the next meeting of the council will be held on Wednesday 17 January 2018 at Shadingfield Village Hall at 7.00 pm.

Chairman: Clerk: Date:

PLEASE NOTE THAT ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC
THE PARISH COUNCIL ABIDES BY THE PARISH AND TOWN COUNCIL CODE OF CONDUCT 2007. THE
CODE OF CONDUCT IS AVAILABLE FOR INSPECTION BY CONTACTING THE CLERK

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DRAFT

Chairman: Clerk: Date: