

SHADINGFIELD SOTTERLEY WILLINGHAM AND  
ELLOUGH JOINT PARISH COUNCIL

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

held at Shadingfield Village Hall  
**on Wednesday 18<sup>th</sup> September 2013**  
at 7.00pm

**68/13 Present**

Cllrs. S Thompson (Chairman), J. Sheldrake, (vice chairman), P. Scuffil, L. Osmon, Mrs L Marq, P. Read, Ms S Wilson  
J Armstrong (Clerk), Cllr D Ritchie SCC  
9 members of the public

**69/13 Apologies**

Cllrs., Mrs A. Chipperfield, D. Rich, T Forrest, Cllr K Springall WDC, PCSO D Watson

**70/13 Declarations of Interest**

None

**71/13 Minutes of the Parish Council meeting held on 17<sup>th</sup> July 2013.**

**It was proposed by Cllr Osmon and seconded by Cllr Sheldrake that the minutes of the meeting of Wednesday 17<sup>th</sup> July 2013 be accepted as a true record. This was agreed by the Council.** The Chairman signed the minutes

**72/13 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.**

**73/13 Meeting opened to the public.**

Issues relating to the Static Caravan Holiday Park at Fox Meadow London Road Shadingfield were raised by the members of the public. Concern was expressed that the caravans were being occupied for long periods and this seemed to be for residential use and not for holiday use. It was reported that there was one child from the site attending the local High School and that 2 other children from the site had attended the school last term. A resident indicated that an official concerned with benefit payments had visited the site in the recent past. Concern was also raised about an incident involving a dangerous dog owned by someone at the site.

The Chairman thanked the residents and said that the council would request that the departments of WDC concerned with these issues take appropriate action. The clerk was asked to contact WDC about the issues raised.

**74/13 Reports**

**74/13/1 SCC Report**

Cllr Ritchie said that a new contract for highways maintenance had been awarded to May Gurney Ltd. Who would now carry out all road maintenance for SCC. The reporting of highways issues would remain the same by contacting the appropriate

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area office. For the coming winter, gritting lorries would spray salt water onto the grit being put on roads to enable it to stick to the road surface better.

The Chairman thanked Cllr Ritchie for his report.

**74/13/2 WDC Report**

There was no WDC report.

**74/13/3 Police Report**

PCSO Watson was not able to attend the meeting but sent a crime report for July and August. There had been one reported crime since the last meeting that involved a dangerous dog attacking a resident and her dog, the incident had been resolved by community resolution. Residents reported that there had been further incidents involving the dog since the attack. The clerk was asked to contact PCSO Watson to ascertain if anything further was known.

The Chairman closed the meeting for public contribution.

**75/13 Correspondence**

The clerk reported on proposed road closures at Church Road Ellough and Church Lane Ellough/Weston in October.

The clerk said that he had received an email from Mr R Gardner concerning the issue of co-option to the council undertaken at the April meeting of the council. It was agreed to take the item at the end of the meeting in camera.

**76/13 Co-option to fill vacancies for Shadingfield and Willingham**

The clerk confirmed that Mr and Mrs Davidson of Dialstone London Road Shadingfield wished to be considered for co-option to the council. Following discussion it was proposed by Cllr Marq and seconded by Cllr Read that Mr and Mrs Davidson be co-opted to the Council on a vote it was unanimously agreed.

**77/13 Finances**

**77/13/1** Authorisation of cheques for payment

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

PAYE Admin fees for 2013/14 £28 payee Ladywell Accountancy Services cheque number 100630

Clerk's pay for July/Sept. £380.87 payee J Armstrong cheque number 10031

PAYE on clerks pay July/Sept. £95.20 payee HMRC cheque number 100632

Fencing at playing field £957.07 payee Keith Hall Contracting Ltd. Cheque number 100633

Grass cutting at the playing field £90 payee Eastern Facilities Management Solutions cheque number 100634

Materials for compost areas at cemetery and petrol for grass cutting £207.52 payee Graham Fisher cheque number 100635

Council also agreed the following:

- a) payment for the cleaning of the war memorial subject to the clerk negotiating the final total for the work carried out.
- b) Payment for the bench for Ellough subject to confirmation of the cost
- c) Payment of the insurance premium minus the premium for the additional items.

The clerk was asked to investigate the cost of insuring the additional items.

**77/13/2** The clerk reported the receipt of the second instalment of the precept for 2013/14

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**77/13/3** The clerk reported that the current balances were current account £21,208.50 (less authorised payments as above) and deposit account £934.29.

Cllr Ms S Wilson and Cllr Scuffill joined the meeting at this point.

**78/13 Planning**

**78/13/1** Planning Applications

DC/13/2135/FUL Extention to Unit 3 Moors Business Park Ellough. Council confirmed the decision to approve the application.

DC/13/2571/FUL provision of 6 Biomass heating packaged plant rooms for Bernard Matthews Ellough Farm Warren Lane Ellough. Following discussion it **was proposed by Cllr Read seconded by Cllr Osmon to approve the application, this was carried by Council**

**78/13/2** Outcomes of planning applications from WDC

There were no outcomes

**79/13 Sotterley Cemetery**

Cllr Scuffill on behalf of the Chapel Preservation Trust said that the trust may not be able to continue cutting the grass at the cemetery beyond next year and that the council may need to consider making other provision for this service. This was noted by the council.

**80/13 Any other business**

80/13/1 The clerk reported that the war memorial had been cleaned but that the repair of the stone base had been halted because the company could not make a satisfactory repair. The clerk said that an alternative source for this element of the restoration had been identified and he would liaise with Cllr Read to instigate this repair. **This was approved by Council**

**81/13 Items for the agenda of the next meeting**

There were no items.

**82/13 Date of next meeting**

The date of the next meeting is Wed 16<sup>th</sup> October 2013 at 7.00pm at Shadingfield Village Hall

**Meeting closed at 8.30 pm**