

Shadingfield, Sotterley, Willingham and Ellough Joint Parish Council

Minutes of the Parish Council Meeting
held at Shadingfield Village Hall on 18 September 2024 at 7.00 pm

Present:

Councillors A Thornton (Chair), Blunn, Drane, C Ellis, London and Ward.

In attendance:

Mr S C Blackburn (Clerk), County Councillor J Cloke (later) and nine members of the public.

24.115	<p><u>Apologies for Absence:</u> Cllr Chipperfield (family commitments), Cllr R Ellis (business commitments) and District Cllr A Specca.</p> <p>RESOLVED: that the apologies be accepted.</p> <p>Absent: Cllr J Sheldrake.</p>
24.116	<p><u>Declarations of Interest and Requests for Dispensations</u></p> <p>Cllr Thornton and Cllr Ward declared their interest in the planning application affecting Woodfield Close.</p>
24.117	<p><u>To sign as an accurate record the minutes of the previous meeting</u></p> <p>RESOLVED: that the minutes of the meeting held on 19 June 2024 be signed as a correct record.</p>
24.118	<p><u>Chair's Opening Statement</u></p> <p>Cllr Thornton welcomed everyone back after the summer break and referred to some remedial work at the playing field, the distribution of a newsletter and that planning for the 2025 fair had begun.</p>
24.119	<p><u>Public Participation</u></p> <p>The Chair brought forward the item relating to planning applications to allow members of the public to speak.</p> <p><u>DC/19/2195/FUL: Proposed intensive Poultry Units:</u> The Chair reminded the meeting that all previous comments would be re-considered. Matters raised by the public or councillors included:</p> <ul style="list-style-type: none"> • Discussion of the points that had not been considered by East Suffolk Council (ESC) in the initial decision • The subsequent adoption of our Neighbourhood Development Plan required swept paths for HGV access, that neither Mill Lane nor the A145 were wide enough, and that Suffolk CC had commented that the latter was not able to be changed. • The odour would affect the Fox Inn and residents of Spring Park, neither of which had been consulted. • Whilst the expiry date of the consultation was 31 May, new documents dated 30 May were added to the ESC planning portal on 8 August • Putting up of site notices was delayed • The direction of the wind was towards the village, which had been denied in the survey documents • It was suggested that the size proposed would be unprofitable and that granting the application would only lead to requests for an expansion at a later date. • The reliability of odour modelling was questioned; elsewhere odours had been found to be greater than expected, The review by ESC by an independent analyst found that not all recommendations had been met. The report had no summary and was couched in technical language. • It did not address odour when waste was being transported. • Popular footpaths ran through the area of the highest odour impact. • The Environmental Addendum in particular sections 2.5 to 2.7 downplays the significance of Moat Farm, described when derelict but now occupied and being restored. References to 'isolated properties' gave a false impression of its remoteness.

	<p>It was established by show of hands that no-one present was in favour of the scheme. Cllr C Ellis summarised the grounds on which the Parish Council could object. RESOLVED unanimously to re-emphasize the objections to the proposal.</p> <p><u>DC/23/4868/FUL – Proposed development near Woodfield Close.</u> After the lodging of further documents and in the absence of further comments from Councillors, the Clerk had written to ESC re-iterate the Council’s objection to the details of the scheme.</p> <p><u>DC/24/1610/EIA – Beccles and Worlingham Garden Neighbourhood.</u> Cllr Chipperfield had asked the Parish Council to respond to a survey encouraging the developers to consider</p> <ul style="list-style-type: none"> • all the houses should have solar panels • there must be more than adequate ponds to cope with run off in heavy rain • and this water should not go into the drainage system • before any houses are built there should be investigation into whether the existing sewage system can cope and if not, it must be upgraded • there should be a definite commitment as to when the infrastructure will be completed, and this should be early in the development. <p>Comments were made on the direction of travel by residents and its impact locally.</p> <p>RESOLVED: to submit the comments to the survey.</p>
24.120	<p><u>Reports from County and District Councillors</u></p> <p>Cllr Cloke reported on a visit to the Denver Sluice which protects land between the coast and Ely and Cambridge. It was first built in 1670, re-built in 1878 and now in need of repair if the fens were not to be inundated in the future.</p>
	<p><u>Putting the 2024/2025 Plan into action</u></p>
24.121	<p><u>Community</u></p> <p>(a) <u>Resumption of the Luncheon Club:</u> Discussion deferred to the next meeting.</p> <p>(b) <u>Village Fair 2025:</u> One meeting had been held, another will take place on 19 September.</p> <p>(c) <u>Planting of Spring Bulbs:</u> Agreed to order more bulbs for planting at the junction of Sotterley Road, near the Farm Shop and Church. RESOLVED to order 500 daffodils and a small quantity of topsoil for restoration at a cost of £50.</p>
24.122	<p><u>Infrastructure</u></p> <p>(a) <u>Speed Indicator Devices:</u> In response to a question from a member of the public, the history was summarised. The equipment from SG had been examined by a electrician who had recommended that the equipment should be scrapped.</p> <p>RESOLVED: to write off the defective speed indicator devices.</p> <p>County Councillor J Cloke arrived at the meeting.</p> <p>Cllr Ward asked what any speeding statistics could lead to; Cllr Cloke offered to arrange for monitoring of traffic levels and speeds and any data could lead to a request for more police action. It had previously been established that altering the highway, e.g. by dragon’s teeth, would have to be paid for by the Parish Council and indications were that it was expensive.</p> <p>Positioning of the current device and the siting of the portable unit from Suffolk CC was discussed and it was agreed to ask for the existing sign to be moved to the start of the 30mph zone and for the portable camera to be sited near the junction of Mil Lane.</p>

(b) Defibrillator: Inspection and maintenance will pass from Cllr C Ellis to Cllr R London and Mr J London.

(c) Playing Field – Inspection and maintenance arrangements

A form has been set up. It was agreed to ask Cllr Sheldrake to undertake monthly inspections.

(d) Playing Field: Update on Assets of Community Value

Confirmation of its status had been received and would be diarised for review in five years.

(e) Sotterley Chapel and Cemetery – update from recent meetings

Cllr Drane attended a meeting of the Sotterley Chapel Preservation Trust. As there is Council representation on the Trust, he proposed that the liaison group should be wound up and direct contact be formally arranged, with any issues being brought directly to the Parish Council. RESOLVED so to do.

Our tree adviser had recommended two varieties of apple to replace the dead rowans. A Mr J Doran had requested a commemorative tree, and it was agreed that a donation from him would cover the requested donation for supply of the tree. The other rowan was sited where a new path to the proposed toilet and its planting would be deferred until the route of the path was decided.

The retirement of Mr Graham Fisher was noted and the SCPT had produced a plan for upkeep including costs. It was agreed that an article asking for volunteers would be placed in the next edition of the Sheaf but that three quotes should be obtained.

(f) Missing road sign: Deferred, to include care of the milepost.

(g) Notice board repair: The new notice board was installed on 11 September.

24.123 Communication

(a) Creation of WhatsApp groups: This was now in place. More councillors should join but the public would now be invited to join via word of mouth and The Sheaf.

(b) Creation of a .gov domain and related email addresses: Deferred.

Council Operations

24.124 (a) Budget and Reconciliation Report

Proposed by Cllr Blunn, seconded by Cllr Ward and RESOLVED that the report dated 31 July 2024 and attached to these minutes be accepted. There were no transactions or bank statement in August.

24.125 (b) Payment of outstanding invoices

Proposed by Cllr Blunn, seconded by Cllr Drane and RESOLVED: That the payments listed in Appendix 1 be authorised. Payment to Mr Spurdens included the stolen traps as a goodwill gesture.

24.126 (c) Insurance for 2024/2025: As the Long Term Undertaking with Clear Council (formerly BHIB) would come to an end on 30 September, three quotes had been obtained:

	Previous Year	Single Year Quote	LTU Quote
Clear Council (ex BHIB)	£579.03	£730.47	£701.44
Community Action Suffolk (Ansvr)		£831.76	£796.87
Zurich		£1,289.07	£1,184.79

RESOLVED: To renew the policy with Clear Councils with a Long Term Undertaking for three years.

24.127 (d) Budget

The Chair commented that deficits had built up and an increase in the precept would be inevitable. He asked the Clerk to circulate some draft figures, for further discussion at the next meeting.

24.128	(e) <u>Formation of a HR Committee</u> RESOLVED: that the committee be comprised of Cllrs Thornton, Blunn, C Ellis and Ward. The advert with Suffolk ALC had produced one applicant who was not felt to be suitable. The advert had placed with Suffolk Jobs direct at a cost of £75.00
24.129	(f) <u>Councillor Training</u> : Deferred.
24.130	<u>Other items for discussion</u> Next agenda to include provision of energy advice.
24.131	The meeting closed at 9.10 pm.
	Date of next meeting: Wednesday 16 th October 2024.

Appendix 1 – Payments Authorised

To	For	Net	VAT	Gross
Joel Spurdens	Mole catching and lost equipment	255.00	51.00	306.00
SALC	Training – Jonathan Ward	32.00	6.40	38.40
S C Blackburn	Salary August and September and expenses inc 30 mph signage	722.80	10.56	733.36
Beccles Men's Shed	Repair of notice board	100.00	-	100.00
Graphic Solutions	Newsletter printing	75.00	-	75.00
HMRC	P30 for July – September	243.00	-	243.00

Chair _____ Date _____

As at 31 July 2024

	Budget	General Fund	Playing Field	Shad Lunch Club	Ellough Sign	Laptop	Picnic	All Earmarked	Total
RECEIPTS									
Precept	8,000	8,000.00						0.00	8,000.00
Cemetery Fees		250.00						0.00	250.00
Picnic		0.00						0.00	0.00
Miscellaneous Income		0.00						0.00	0.00
Earmarked Funds - Receipts								0.00	0.00
VAT Recovered	391	391.95						0.00	391.95
TOTAL RECEIPTS	8,391	8,641.95	0.00	0.00	0.00	0.00	0.00	0.00	8,641.95
PAYMENTS									
Administration									
Staff Costs	5,308	2,430.00						0.00	2,430.00
Payroll Costs	100	45.00						0.00	45.00
Mileage	200	96.80						0.00	96.80
Printing Stationery & Postage	250	147.70						0.00	147.70
Insurance	600	0.00						0.00	0.00
Hall Hire	220	0.00						0.00	0.00
Web Hosting	55	0.00						0.00	0.00
Membership & Subscriptions	450	236.87						0.00	236.87
Audit	180	177.00						0.00	177.00
Laptop	500	383.31						0.00	383.31
Data Protection	35	0.00						0.00	0.00
Training	120	32.00						0.00	32.00
Miscellaneous Expenses	0	146.00						0.00	146.00
VAT Paid	0	408.49						0.00	408.49
	8,018	4,103.17	0.00	0.00	0.00	0.00	0.00	0.00	4,103.17
Maintenance									
Playing Field Maintenance	1,165	1,253.82						0.00	1,253.82
Playing Field Improvement	0	0.00						0.00	0.00
Notice Board Repairs	200	0.00						0.00	0.00
Playground Inspection	70	0.00						0.00	0.00
Bin Emptying	55	9.99						0.00	9.99
Pest Control	200	0.00						0.00	0.00
Cemetery Management	400	220.00						0.00	220.00
General Maintenance	500	166.32						0.00	166.32
Vehicle Sign		0.00						0.00	0.00
	2,590	1,650.13	0.00	0.00	0.00	0.00	0.00	0.00	1,650.13
Community Events									
Raising the Parish Profile		0.00						0.00	0.00
Grants and Donations	1,000	250.00						0.00	250.00
Earmarked Funds - Payments								0.00	0.00
	1,000	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
TOTAL PAYMENTS	11,608	6,003.30	0.00	0.00	0.00	0.00	0.00	0.00	6,003.30
Surplus (-Deficit) to date	-3,217	2,638.65	0.00	0.00	0.00	0.00	0.00	0.00	2,638.65
Brought Forward 1.4.2024	6,242	4,874.74	7,437.64	433.38	1,000.00	500.00	495.50	9,866.52	14,741.26
Transfers between funds		500.00				-500.00		-500.00	0.00
								0.00	0.00
								0.00	0.00
								0.00	0.00
Surplus/Deficit	-3,217	2,638.65						0.00	2,638.65
Carried Forward	3,025	8,013.39	7,437.64	433.38	1,000.00	0.00	495.50	9,366.52	17,379.91

Playing Field	7,437.64
Luncheon Club	433.38
Ellough Village Sign	1,000.00
Picnic	495.50

Recent Transactions	
Previous Bank	20,076.48
Credits	
Debits	
Vertas	-364.51
M H Goals	-132.48
DCBL - Bailiffs	-90.00
East Suffolk CAB	-250.00
S C Blackburn	-363.82
	-1,200.81
Net Bank Account	18,875.67

Bank Reconciliation	
Lloyds Current Account Statement Balance	18,875.67
Add: unrepresented credits	0.00
Less: unrepresented items	0.00
Net balance	18,875.67
Difference	1,495.76

Chairman	
Clerk	
Date	

Chair _____ Date _____