

Meeting of Shimpling Parish Council

Monday 9th November 2015

Shimpling Village Hall, 7.30pm

MINUTES

Present:

Chair: Mike Thew

Councillors: Gerry Shrimpton, Sue Salmon, Trisch Jackson, Jackie Saunders

District Councillor: James Long

County Councillor: Richard Kemp

Clerk: Jenny O'Reilly-Turner

1. **Apologies for absence** received from Cllrs Ken Rush and Chair John Pawsey.
2. **Approval of minutes of previous meeting.** The minutes of the meeting held on Monday 14th September were approved and signed.
3. **Matters arising:**
 - a. **Playground**
 - i. **Playground insurance.**

Clerk confirmed that ongoing insurance for liability for playground equipment was in place.
 - ii. **Playground inspection**

A routine annual inspection is due to take place in November. There was some discussion about the nature and frequency of the need for subsequent regular playground inspections, as research amongst other local parishes resulted in a range of different policies for inspection in place. Clerk will seek formal advice from Babergh and elsewhere on the requirements for frequency of playground inspections. It was felt that there may be a chance to join up with other local parishes in not only any necessary training for inspections but also the practice of carrying out of regular inspections and present findings to Councillors so that a formal inspection protocol, rota and procedures can be drawn up. It was felt in the meantime that the PC should remind users of the playground area that children should be supervised at all times and that any problems with equipment should be reported directly to the PC. RK will raise a similar enquiry with other local parishes to ascertain what their position might be on this.

iii. Volunteers for regular inspections

It was agreed that the PC would advertise for volunteers from the wider village community for individuals who would be willing to help staff an inspection rota. It was also felt that it would therefore be important to seek clarification as to the position concerning indemnification of volunteers who carry out inspections.

b. Transparency Code and reporting requirements

The Transparency Code for Smaller Authorities affects the PC. Clerk is to review the requirements and inform councillors in due course of what steps need to be taken so as to ensure compliance.

c. Review of policies and procedures

Clerk will review policies and procedures so as to ensure compliance with a number of regulatory and statutory requirements and will report to councillors in due course on next steps.

d. Maintenance of notice boards

It was noted that the village noticeboards are in need of repair. It was agreed that the PC would seek quotes from a range of contractors to provide the work. Clerk and councillors will communicate on the content of the notices and information provided on the boards so as to ensure that they are more up to date. Richard Kemp stated that it might be possible to seek funds from the SCC Locality Budget for this.

e. Arrangements for settling of next year's budget

It was decided that these details would be circulated to councillors prior to the next meeting in January and that a sub-committee would be set up to consider this in more detail.

f. Dates of 2016 meetings

The following dates (all Mondays) were agreed for meetings in 2016.

- i. 11th January, 14th March, 9th May, 11th July, 12th September, 14th November.
- ii. The Annual Parish Meeting and the Annual Meeting of the Council will take place on 9th May.

4. Police reports

Richard Kemp advised that Police reports are being provided to parishes after all, so Clerk will make contact and ensure that the PC receives these with immediate effect.

5. Chair's report

a. Offer of marquee

Councillors noted the kind offer of a marquee for use in and by the village although it was unclear where it would be stored if the offer were to be accepted.

b. Short Stay Stopping Sites in Babergh

Pursuant to a formal request from Babergh to consider whether there were any sites in the parish suitable for adoption as Short Stay Stopping Sites for Travellers, it was concluded after some discussion that there are no such sites available in or around the village at present. Clerk to communicate this to Babergh.

6. County Councillor's report

Richard Kemp's November report circulated in advance to councillors included amongst other matters information about cuts to community transport services which SCC was seeking to reduce by 10% a year over the next five years. He has also sent numerous emails about the Rectory Lane potholes but is yet to receive a satisfactory response.

7. District Councillor's report

7.a. James Long gave his congratulations to all involved in the re-opening of The Bush and councillors joined him in wishing the team there every success for the future.

7.b. He also spoke of a Devolved Suffolk policy information booklet which sets out general proposals for devolution, locality and subsidiarity within the county. More information about any devolution proposals will be made available in due course from district and county level. The devolution booklet itself can be viewed online at <http://tinyurl.com/devolvedsuffolk>.

8. Planning Applications

8.a. Crofts Farm, Gents Lane

Gerry Shrimpton and Mike Thew reported on their attendance at a meeting of residents of Gents Lane on 19th October. The main concern was the access to the site. It was noted that three outlines of applications had been presented, two residential plans, and the third for unspecified "light industrial use". The latter had not been explored in detail. As a result, it was felt that it was difficult to formulate a proper response at this stage to any of the proposals.

It was agreed that contact would be made with Mr Scott's representatives that it was considered too early for the PC to comment at this stage and that no advice or preferences could be given for one application over another. It would be proposed to Mr Scott's representative that a more specific application should be made, at which point it would fall to the Council to be in a better position to pass comment.

The query was raised as to whether the end of Gents Lane was an adopted road and it was agreed that this would need to be looked into.

It was noted that Ms Doe (one of Mr Scott's representatives) was not in attendance and so it was not possible to put further questions to her about the proposed developments.

It was however resolved that on the basis that it had been raised at the last meeting by Mr Scott's representatives themselves that there was asbestos on the site, that it would be necessary to contact them to ascertain under duty of a landowner under the the

Control of Asbestos Regulations 2012 what precise steps were being taken to control and manage the risks posed.

Similarly, it was also resolved to find out - on the basis of concerns raised by Mr Scott himself at the previous meeting about trespassers - what steps were being taken to secure the site, particularly given Mr Scott's apparent absence from the parish.

8.b. Land South of Shimpling Park Farm

Barry Whymark of Whymark Moulton was present on behalf of John and Alice Pawsey in relation to their application to develop land south of Shimpling Park Farm. He explained that an earlier application in 2015 had been withdrawn and a new application was planned in order to take more fully into account the aspects of the CS11 planning policy. He explained that the application related to the development of two to three three-bedroom bungalows with very low environmental impact and that a contraction management plan is being developed which will ensure that the timing of vehicles and deliveries are outside peak hours so as to ensure as little disruption to traffic in the village as possible.

9. Financial Report

9.a. Income and Expenditure

These had been circulated prior to the meeting to all Councillors and no feedback or comments had been received. The Clerk was however requested to include the details of what cheque payments were for on the next financial reports.

9.b. S. 106 funds for playground fencing

Clerk confirmed that Babergh had approved the S. 106 funding application for extra playground fencing and that it would now be a case of awaiting the playground inspection report and subsequently instructing the approved contractor to start work once any safety issues had been resolved.

10. Correspondence received

Other than those listed below, there were no further matters arising from correspondence received and circulated to Councillors.

- It was agreed that the Clerk could undertake a course in Local Governance.
- It was noted that unfortunately no-one could attend a Community Emergency Planning Conference on 13th November.

11. Matters for discussion

11.a. Short Stay Stopping Sites - see above, in Chair's report

11.b. Request for information about ownership of land

Clerk reported that there had been a request for details about ownership of a certain parcel of land within the Parish and that the individual had been directed to the Land Registry online search service.

12. Any Other Business

- 12.a. War memorial at St George's Church** The war memorial was unveiled at the Remembrance Sunday service on 8th November.
- 12.b. Lawshall Neighbourhood Plan** It was noted that Lawshall has started the formal procedure for a Neighbourhood Plan with Babergh. It was felt that the PC does not at this stage have the resources to dedicate to a similar programme fully and that feedback from the initial Neighbourhood Questionnaire in any event was only from a very small minority of residents. James Long did mention that a PC would have greater influence over planning decisions if a Neighbourhood Plan were to be developed.
- 12.c. Dementia Friendly Village** Jackie Saunders mentioned that she was to meet with members of the WI to discuss progress on this at the end of the month. Gerry asked that the idea be broadened to elderly isolated people; beyond those people and families affected by dementia
- 12.d. Village Hall electrical works** Clerk has been informed by the Village Hall committee that there are some electrical works which need undertaking.
- 12.e. Lawshall school bus service** Clerk updated the PC as to developments in communication with the Home School Transport Division and that no traffic flow report had yet been received from SCC despite a study apparently having taken place in September.
- 12.f. Potholes** Further to Richard Kemp's report on potholes (see above), Trisch Jackson reported that there was a significant hole outside Walnutree Cottage which needs attention and that she would pass details onto the Clerk for reporting to SCC.
- 12.g. Tree planting scheme** John Pawsey has met with Mr Shayer and a representative of Babergh to discuss tree planting around the playground and a plan of action is being put into place with John Pawsey to provide the PC with details in due course.
- 12.h. Bulb planting** A trade magazine for bulbs has been received but it was not felt necessary to purchase any new bulbs at this stage.
- 12.i. Other matters raised:**
- 12.i.1.** Gerry Shrimpton raised the matter of **white lines at the junction of Gents Lane** and whether these can be repainted. Richard Kemp will look into this.
 - 12.i.2.** It was felt that the **insurance position of the proposed extension of the playground fencing** should be checked.
 - 12.i.3.** Trisch Jackson raised concerns about **cars being parked on the edge of the playground grassed area**. Councillors agreed that this should be looked into in more detail before determining a suitable course of action.
 - 12.i.4.** Gerry Shrimpton raised concern at the **condition of the former Church Rooms on The Street**. It was agreed that the owners would be contacted to ascertain current progress of any works.

There being no further business the meeting closed at 9.00pm.

Date of next meeting: Monday 11th January 2016 at 7.30pm.