

STOKE BY NAYLAND PARISH COUNCIL
MINUTES OF MEETING HELD 1 NOVEMBER 2022 AT 7.30PM
AT THE VILLAGE HALL

Present: Sean Fry (SF) – Vice-chairman (Chairman for the meeting)
Martin Nielsen (MN)
Vivienne Klimowicz (VK)
Rosie Emeny (RE)
Fred Grosch (FG)
Vicki Gibbins (VG) (following co-option)

Apologies: Stevie Bezencenet (SB), Adam Sedgwick (AS), Nigel Warren-Thomas (NWT)

In attendance: James Dark, Parish Clerk (JD), SCC councillor James Finch (JF) (7.30-8.15), BDC Councillor Melanie Barrett (7.30-8.15)

22.11.1 APOLOGIES FOR ABSENCE

AS and SB had sent apologies and reasons for absence. These were approved. As SB was absent SF chaired the meeting.

The meeting was informed after commencement that NWT was unable to attend. His apologies and the reason were approved.

22.11.2 DECLARATIONS OF INTEREST IN ANY AGENDA ITEM

None declared.

22.11.3 CO-OPTION OF A NEW COUNCILLOR

Councillors considered a written application from Vicki Gibbins. It was agreed unanimously to co-opt her to the parish council. VG joined the meeting as a councillor following this decision and signed the Declaration of Acceptance of Office form. VG would also join the planning & environment committee.

22.11.4 PUBLIC FORUM

None present.

22.11.5 MINUTES

22.11.5.1 Minutes of the previous meeting

The minutes of the meeting held on 4 October 2022 were approved.

22.11.5.2 Actions from previous meeting not covered elsewhere on the agenda

- The Clerk said he would contact NWT to ask for an update on preparation of a brief for surveyors to provide a valuation for parish council buildings.

22.11.6 REPORTS OF/REQUESTS TO BDC & SCC COUNCILLORS

22.11.6.1 District Councillor's report

The written report and oral update was noted.

22.11.6.1.1 Maintenance requirements on Crossfields/Goldenlonds

Correspondence on these issues was noted.

MB reported that a survey on the condition of paths behind bungalows on Crossfields/Goldenlonds would be carried out to determine any works required to deal with health and safety concerns notified by the parish council and residents.

In addition BDC had carried out tree pruning to prevent falling leaves and branches creating hazards for a disabled resident and the street cleansing team had carried out some work with a mechanical sweeper. MB agreed it was frustrating that the scheduled visits intended had not been carried out.

RE reported that moss build up on pavements was creating some slip risks and residents had requested that this be removed. SF asked whether the mechanical sweeper could deal with this issue on a subsequent visit to the area.

VK and RE informed MB that it is an opportune time to cut back the overgrown hedge on Goldenlonds near the street sign and suggested this could be done at the same time.

Councillors appreciated the initial work that had been carried out in the area to address concerns notified to BDC but a number of issues, including the ones highlighted above, remained:

- Broken guttering/roofs on garages on Goldenlonds
- Missing fence panel by the garages
- Condition of paths behind bungalows
- Clearing moss from pavement
- Cutting back hedge by street sign

MB said she would continue to follow up on these issues but the garages were unlikely to be attended to quickly as BDC is reviewing use of its garage sites.

22.11.6.1.2 Litter picking equipment

MB asked if litter picking equipment that the parish council would purchase with grant funding from the District Council could be lent with other parishes on request. It was agreed that there were no objections to this in principle.

Action: Clerk to contact the parish litter picking group to ask if arrangements could be put in place for the signs to be lent to other parishes on request.

22.11.6.2 County Councillor's report

The written report and oral update was noted.

22.11.6.2.1 Highways and traffic

Traffic calming

It was noted that SCC will install grey poles by early January at the temporary VAS sites. MN pointed out the policy for pole colours in Conservation Areas is black as this is the least intrusive colour. It was agreed that the parish council would consider whether/how to amend the colour after the posts are installed.

Highways damage

VK reported that several wooden posts had been knocked over/broken on Blundens Corner. JF suggested this should be reported on the SCC Highways site.

Sudbury Road pavement

It was noted that SCC has been very slow in taking action to clear vegetation and mud restricting the width of the pavement. It was considered that potentially this work could be carried out by volunteers living in the area. MN noted that groups of volunteers had carried out a number of improvement works in the parish include work that SCC Highways has been unwilling to do.

Action: RE to pass the name of a potential volunteer to MN who would contact him to discuss if he would be willing to take the work forward with others.

Action: SF to include a request for volunteers for this work in the parish council's note for the LSPN.

Traffic management

VK asked if traffic issues raised at the meeting with farmers in August could be put on the agenda for the next meeting. The Clerk suggested that this should come under a wider item on

traffic management given the overlapping issues, including speed, parking, access and safety, that effect residents and a number of businesses and local interest groups.

One School Transport

It was noted that a number of parishioners had raised concerns over One School buses travelling above the speed limit and in convoy through the village. This was a particular issue for pedestrians in areas including Blundens Corner where there is no pavement.

Action: Clerk to contact the school asking for drivers to respect the speed limit and if buses could be spaced.

Downs path

It was agreed to defer this item to the next meeting.

22.11.6.2.2 Public transport

VK reported on a positive meeting with the chief executive of Chambers and Hedingham buses. He had given assurances that he would consider whether it would be possible to restore some services through Stoke village.

22.11.7 FINANCIAL MATTERS

22.11.7.1 RFO's report

Members received the RFO's report and were satisfied it was a correct record of the PC's financial position.

22.11.7.2 Orders requested for payment

It was agreed to approve all orders on the RFO's report totalling £1,821.78.

After agreeing a payment to Friends of St Mary's for churchyard maintenance and grass cutting, it was noted that the face of the church clock is in a poor state of repair.

Action: Clerk to write to the Friends asking if there are any plans in place to improve the condition of the clock.

22.11.7.3 Draft budget for 2023/24

Following a Budget Working Party meeting, it was proposed that the sum reserved for works to Well Housing should be increased to £4,000, and that £2,000 should be included in the highways improvement reserves as potential part funding to assist in creating an alternative route for farm traffic. This sum should be regarded as contingency in case farmers and other parties agree to contribute to such a project. No increase in the precept would be required to accommodate these additional earmarked reserves.

Further work on the draft budget would be carried out in advance of the January meeting when the budget is due to be approved and the precept agreed.

22.11.7.4 Appointment of internal auditor for 2022/23

The Clerk reported that SALC had carried out a thorough audit for 2021/22 and recommended that they be re-appointed. This recommendation was agreed.

22.11.8 COUNCILLORS' AND CLERK'S REPORTS

22.11.8.1 Report from Planning & Environment Committee

It was agreed that this report would no longer be made at parish council meetings. Instead the draft minutes from the preceding planning & environment committee meetings would be circulated.

22.11.8.2 Website

FG said decisions need to be made about the content and structure of the new site beyond regulatory requirements.

Action: FG to send the initial website page he had previously circulated to JD and SB to all councillors ahead of a discussion at the January meeting.

The Clerk emphasised that all financial documents, policies and meeting notes on the current site would need to transfer over to the new site, and that the new site would need to meet legal accessibility requirements.

22.11.8.3 Recreation Ground

RE reported that work that planned work included new fencing, plus seating and gates in the tennis court and playground. Potentially a new seating area could also be created next to the hut. A graffiti wall will be trialled by the skateboard ramp to test whether it would prevent graffiti on other parts of the Recreation Ground.

22.11.9 ITEMS FOR REPORT IN COMMUNITY NEWSLETTER

- Request for volunteers to clear pavement on Sudbury Road.

The Clerk and meeting Chairman would discuss further items.

22.11.10 CLERK AND CHAIRMAN'S CORRESPONDENCE

Action: It was agreed that VK would respond to a rural mobility survey from Transport East.

22.11.11 OUTSTANDING ISSUES/FUTURE AGENDA ITEMS

22.11.11.1 Outstanding issues

SF reported that the Chairman of Sudbury Citizens Advice Bureau had indicated he would be content to speak at the 2023 Annual Parish Meeting.

Action: SF to supply the Clerk with contact details for the Chairman of Sudbury Citizens Advice Bureau; Clerk to invite him to the APM.

SF reported that Royal Hospital School had placed roadside signage between Stoke and Higham advertising an open day in November.

Action: Clerk to contact the school asking for the signage to be removed in line with the parish council's roadside advertising policy.

22.11.11.2 Future agenda items

- Traffic management
- Neighbourhood Plan
- The Downs path
- Website

22.11.12 DATE OF NEXT MEETING

Tuesday 3 January 2023 at 7.30pm – Village Hall.

The Chairman closed the meeting at 9.00pm.