

STOKE BY NAYLAND PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 2 JULY 2019 AT 7.30PM

- Present:** Jeremy Bloomfield – Chairman (JB)
Stevie Bezencenet – Vice-Chairman (SB)
Adam Sedgwick (AS)
Martin Nielsen (MN)
Sean Fry (SF)
Isabelle Reece (IR)
Vivienne Klimowicz (VK)
Rosemary Emeny (RE) (co-opted at 7.45pm)
- Apologies:** SCC Councillor James Finch (JF)
- In attendance:** James Dark, Parish Clerk (JD), BDC Councillor Melanie Barrett (MB) (7.30-8.15), one member of the public was present (7.30-7.40)

19.7.1 APOLOGIES FOR ABSENCE

See above.

19.7.2 DECLARATIONS OF INTEREST IN ANY AGENDA ITEM

None declared.

19.7.3 PUBLIC FORUM

A member of the public reported on the early stages of an initiative, similar to the Porch Project, to provide enrichment and mentoring opportunities for 11-16 year olds within the parish. Members expressed support. MN asked that the team taking forward the initiative should maintain contact with the parish council on progress. IR offered to provide information on the Cinnamon Project which could potentially be complementary. Potential links with Neighbourhood Plan work streams were observed including the opportunity to promote work experience and employment opportunities at local businesses.

19.7.4 MINUTES

The minutes of the meeting held 7 May 2019 were approved and signed.

19.7.5 TO CONSIDER CO-OPTION OF NEW COUNCILLORS

After answering questions from members, Rosemary Emeny was co-opted as a councillor, signed the declaration of acceptance of office form and joined the meeting.

19.7.6 REPORTS OF COUNTY & DISTRICT COUNCILLORS

19.7.6.1 District Councillor's report

The written report was noted and verbal updates provided. IR asked MB for figures on the proportion of household waste the district council recycles and related issues. MB agreed to provide contact details for a BMSDC officer. Members suggested that this officer could be invited to attend a future parish council meeting.

19.7.6.1.1 BMSDC'S JLP Preferred Options Consultation

Following an initial discussion it was agreed to hold a full council meeting in August to begin considering the parish council's response to the consultation and identify issues to clarify with the district council.

19.7.6.2 County Councillor's report

The written report was noted. VK reported that SCC's school bus policy would be discussed at the next SCC Cabinet. Councillors noted JF's poor attendance record at parish council meetings.

19.7.7 TRAFFIC AND HIGHWAYS

VK provided a verbal update. It was noted that SCC councillor James Finch had not replied to issues raised by the parish council concerning the 20mph zone, that residents continued to raise these concerns with parish councillors, and that the police had refused to enforce the 20mph zone. The following actions were agreed:

20mph zone

Action: VK to provide the clerk with an SCC officer's contact details to forward on the letter previously sent to James Finch re 20mph zone. The letter would further emphasise the need for an SCC officer to meet with councillors to discuss the functioning of the zone and the potential for physical restrictions to be put in place. Letter also to be sent to the SCC chairman's office and SCC customer services.

Action: SF to contact Suffolk Police explaining the case for enforcing the 20mph zone.

Action: VK and SF to contact local farmers reminding them about the HGV 18t limit and 20mph zone.

Further matters

Action: JB to investigate whether 'site traffic only' signage has been removed on the access route to Beachams Farm – if so contact SCC to inform them that the route is being, or is at risk of being, used inappropriately.

Action: IR to write to local farmers to make them aware of the implications of a possible weight restriction on the bridge at Boxted Mill.

19.7.8 FINANCIAL MATTERS

19.7.8.1 RFO's report

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

19.7.8.2 Orders requested for payment

It was agreed to approve orders totalling £2659.66, including orders for £622.40 received since the issue of the RFO's report.

19.7.8.3 War memorial refurbishment

It was noted that the Village Hall Committee was due to confirm a donation to the War Memorial project at its 8 July meeting.

19.7.8.4 Groundwork grant

SB confirmed that Groundwork had approved a Neighbourhood Plan grant for £7,420.

19.7.8.5 Internal audit report

The report from SALC and its recommendations were noted. It was agreed that the clerk should review and update the Standing Orders; the chairman would carry out an additional six monthly bank reconciliation with the clerk; the clerk would update the contract of employment. Members considered that the asset register contained appropriate valuations relative to the assets owned. Additional information would be included where considered proportionate.

Action: Clerk to implement and schedule the agreed recommendations.

19.7.9 GDPR

JB reported that he would circulate draft policies for consideration at the September meeting.

19.7.10 NEIGHBOURHOOD PLAN

JB reported that the NHP working group would meet again in mid-July. Future work streams would include identifying activities where community assistance would be required; creating an NHP oversight group; providing information to the consultant engaged to carry out the

Landscape Character Assessment; and creating an update from Housing Need Surveys as an input to the Neighbourhood Plan.

19.7.11 COUNCILLORS' AND CLERK'S REPORTS

19.7.11.1 Streetlighting project

It was noted that timings had not been implemented correctly on a number of lights.

Action: JB to raise the issue with SCC following confirmation of the lights involved.

19.7.11.2 Recreation ground

The meeting noted correspondence from the recreation ground management committee on maintenance. The parish council's view was that the committee should contact a farmer who had offered to carry out the maintenance for no charge.

Action: Clerk to inform the committee of the council's view.

19.7.11.3 The Downs

The meeting discussed a report from AS and a request from LAWC relating to issues involving responsibility for amenities and land ownership. It was noted that:

- (1) Tendring Hall Estate owns the majority of the land over which the upper part of The Downs path passes – noted as a 'quite possible' hazard in the council's risk register.
- (2) The AONB Project had agreed to deploy volunteers to clear trees and shrubs on the council-owned land above the path. The council could consider adding maintenance of that area to the grass cutting budget in future years, to prevent brambles etc from encroaching onto the path.
- (3) There is no evidence that the parish council built or paid for the plinth supporting the handrail adjacent to the Almshouses owned by LAWC. The plinth provides a facility that forms an integral part of the Almshouses.

Actions:

- AS to contact the Estate to start discussions on how the landowners can work together to improve the path
- Clerk to write to LAWC advising that the council does not accept responsibility for the plinth and handrail on it.

19.7.12 CLERK AND CHAIRMAN'S CORRESPONDENCE

It was noted that a resident was no longer in a position to maintain the garden of remembrance.

Actions: Clerk to thank the resident for maintaining the garden.

19.7.13 ITEMS FOR REPORT IN COMMUNITY NEWSLETTER

- Advertisement for interest in maintaining the garden of remembrance

Action: JB to draft report and send to the Clerk for submission.

19.7.14 DATE OF NEXT MEETING

Tuesday 3 September 2019 at 7.30pm in the Village Hall

The chairman closed the meeting at 10.00pm.