

STOKE BY NAYLAND PARISH COUNCIL

Minutes of the Meeting of the Council held on

Tuesday 10 November 2015 at Stoke by Nayland Village Hall at 7.30pm

Present: O Ardit, S Bezencenet, J Bloomfield, V Klimowicz, J Louch, M Nielsen, I Reece (Chairman), A Sedgwick

In attendance: A Robinson (Clerk), J Finch (SCC) (from 8.55)

1. **Apologies for absence** were received from N Bray (working - approved) and M Barrett (BDC)
2. **Declarations of interest** - none
3. **Public Forum** – no members of the public were in attendance
4. **Report** from the County Councillor – J Finch attended from 8.55pm following an earlier meeting. He had previously provided his written report covering the Suffolk Skills Show, Early Years education improvements, school admissions consultations and an initiative to boost the attainment of disadvantaged students. He has not yet visited British Sugar Corporation but will continue to press them to stick to the County's lorry plan and will continue to liaise with the hauliers. The 18 tonne weight limit was discussed and J Finch agreed that it is important to identify the weight of the vehicles and maximum loads and establish what is permissible. He noted that the signage on the A134 was difficult to read because of overgrown bushes. The Chairman asked J Finch about his cabinet portfolio role. He said that they were revising the policy on asset management as it was crucial to decide how to maintain and protect the highway network. New technology should assist with patching and surface dressing. V Klimowicz asked J Finch to ensure that responses were received from S Merry to the queries raised at and following the meeting he had with the PC in June. The resurfacing of School Street had yet to be rescheduled – J Finch said that he understood that the materials the ned to use might have affected some of the older buildings so the situation was being reconsidered. The serious parking issue in School Street when events were held at the church were discussed, including the possibility of white lining. O Ardit reported on the meeting he attended on behalf of the PC relating to the parking issues. It had been suggested that the lower part of School Street should be closed off by marshals working for the church when large events were held. J Finch said that care would be needed if this was done. However, some people had been unable to get into their front doors or drives due to the parking. V Klimowicz has redrafted the information relating to Recreation Ground parking to make it much stronger. Events should be better publicised and the village green also needs to be taken into account. The sum payable to the Recreation Ground for the use of the parking also needs to be considered. The Chairman asked that she receive a response from S Merry as soon as possible regarding the Vehicle Activated Signs as the grant funding has to be spent by the end of April or it will be lost. A Sedgwick said that he was also waiting to hear from S Merry regarding the Downs Footpath on a safety issue relating to a possible handrail – he had promised to send the highway standards but these had not been received. M Nielsen asked what the strategy was regarding levels of traffic on individual roads, and whether

there was a plan to change any road designations. J Finch will find out. M Nielsen also asked whether the footpath and bridleway strategies would form a view; J Finch confirmed that they would and that he wanted to have more community involvement in decisions and maintenance. J Bloomfield enquired if minor roads were not to be repaired by SCC due to prioritising main routes, how parishes would be able to do so. J Finch said that SCC would have a longer term plan to get everything done and it would not be a case of PCs having to do the work themselves. J Bloomfield said that often large potholes were filled but smaller ones close to them were not. J Finch accepted that this was an issue and will follow this up.

5. **Minutes** – the minutes of the meeting held on 13 October 2015 were approved and signed.

6. **Highways**

6.1. Clipt Bush Corner – S Bezencenet and A Sedgwick had talked to all but one of the residents of adjacent properties and took notes. The views expressed were considered. The issues were how useful the parking was, what the dangers were, where cars go if they do not park there and whether this adds to the congestion in Polstead Street, the cost of any potential work, and amenity and appearance. The issues were discussed and S Merry's opinion that parking was not safe was taken into account. It cost around £20,000 for 4 parking bays at The Downs over 10 years ago so would no doubt cost much more than this now. In the circumstances the PC resolved by a majority vote to reinstate the posts and not allow parking on the area. V Klimowicz apologised to O Arditi for not consulting fully before the work was carried out and the apology was accepted. The Clerk is to write to adjacent residents explaining the decision. V Klimowicz said that Boxford (Suffolk) Farms had offered to reinstate the posts. However, O Arditi had witnessed damage to the area by army vehicles on 22 October when one of their large vehicles drove right over the top of the railing on the southern corner. A soldier got out and tried to put it back but before O Arditi could reach them they had driven off. It was resolved that the Clerk would write to the garrison commander regarding the damage and ask them to reinstate and possibly even provide 4 new posts to replace those that had gone missing. V Klimowicz will liaise with them regarding the work. O Arditi will provide the Clerk with photos of the damage and once the work has been done Dedham Vale can be contacted for their promised contribution to the cost of the work.

It was resolved that Leavenheath Stoke & Polstead Community Woodland should be paid £20 in recognition of the work carried out by Douglas Pike to assist A Sedgwick to trim branches from the area and remove the debris.

6.2. Heavy vehicles travelling through the parish – see 4 above.

6.3. Information awaited from Steve Merry SCC Highways re outstanding issues – see 4 above.

6.4. Roadside signs – N Bray had requested that organisations who regularly put up signs in contravention of the PC's policy should be contacted. It was resolved that the Clerk should do so and provide a map showing the parish boundaries. The policy can be put on the agenda at a later date for further consideration. The Clerk will circulate it again and put it on the website.

6.5. Any other highways or traffic issues - none

7. Footpaths

7.1. Downs Footpath – see 4 above. As part of M Nielsen’s footpath improvement plan he will look at whether this path can be considered as a safe route from the centre of the village down to the permissive path through Rowley Wood, with a view to seeking funding for improvement.

7.2. Any other footpath matters – a report had been received from A Shrosbery. M Nielsen will be taking over from him in the New Year.

8. **Ownership issues** – Downs boundary fence, Village Green, benches – A Sedgwick said that the Downs boundary fence west of the almshouses had deteriorated. It is not mentioned in the Conveyance of the Downs to the PC so is probably the responsibility of the Estate. However, the boundary was clearly marked by a line of trees and there was no pressing need to reinstate the fence. Thanks were expressed to J Louch for finding the document confirming the PC’s ownership of the Village Green. M Nielsen will look at the ownership of all parcels of green land in the village as part of his footpath brief, including Clipt Bush and Scotland Street Green. There is no need to take action regarding benches as the one that is deteriorating is not owned by the PC.

9. **Grass cutting for next year** M Nielsen will check the position regarding the quote for next year’s work and the Clerk will check the Minutes as to whether a long term agreement was made.

10. Financial

10.1. Statement of Finance and Orders for Payment – this was approved as under and the cheques listed below were signed.

Business Saver Account as at 29 Oct 2015 £14,978.18

Community Account as at 29 Oct 2015 £ 9,084.30

Total £24,062.48

Cheque no	Amount	Payee	Purpose
101309	16.80	SALC	6 months payroll to 30/9/15
101310	231.00	M Hawes	Grass cutting invoice 8/10/15
101311	192.50	K Hawes	Grass cutting invoice 29/10/15
101312	120.00	SALC	Councillor training 13 & 20/10/15
101313	35.00	SbN Village Hall	Hall Hire 10/11/15 and 27/10/15 (street lighting group)
101314	20.00	Leavenheath Stoke & Polstead Community Woodland	Assistance with tree trimming and waste removal

10.2. Report from the Budgeting Working Party and the budget and precept for 2016-17 – the Chairman had circulated the notes from the BWP meeting on 4 November. The Council resolved to accept the Revised Financial Standing Orders as circulated. It was agreed that the BWP needs to look in more detail at the working capital held in the current account (minimum probably £2000), the reserve and the funds earmarked for particular projects. A flyer had been drafted by V Klimowicz and the Chairman to aid door to door consultation with residents about issues important to them. It was agreed that the format was fine but V Klimowicz will draft an explanatory note to add to the document. The BWP will look at Anglia in Bloom as a framework for achieving better community engagement and increased funding. The cost of grass cutting will be considered, the on-line mapping facility is to be retained, and the Clerk is to contact A Sedgwick regarding the payment of an annual figure of £200 for maintenance of the wildlife area in the church. O Arditi has had an initial look at the PC website and offered to look in more detail at reviving the moribund separate website for the parish.

Precept setting – the Clerk confirmed that currently the triggering of a referendum by a certain increase in precept did not apply to PCs. No information has yet been received from BDC or SALC regarding the next financial year's precept setting which will have to be contribute to anticipated costs, especially for street lights, and a note to this effect will be included in the LSPN. S Bezencenet is putting together some plans regarding the Garden of Remembrance at the War Memorial and there may be a volunteer willing to take on the work. J Louch has offered to help with the plans as she is a garden designer. A stonemason's report on the War Memorial might be required and the issue is to be added to the next BWP Agenda. The intention is to replace the Clerk's laptop shortly. The budget setting will be dealt with at the January meeting.

10.3. Any other financial matters – none.

11. To receive reports from/on:

11.1. Planning Committee – A Sedgwick said that the Committee had no objections to the application relating to Orchard House. The Chairman is to contact the Chairs of Nayland, Assington, Leavenheath and Polstead PCs with a view to initiating discussions as a Functional Cluster within BDC.

11.2. Road Safety Action Group – The Chairman said that she has received most Community Speedwatch forms but needs more people in Stoke by Nayland rather than Thorington Street to take part. She hopes the scheme will be up and running by the end of January.

11.3. Street Light Working Party – J Bloomfield said that they had met and had demonstrations of a light unit less stark than those in Nayland. They are going to talk to people in Goldenlond and Crossfields to take their views on what is needed, and also in relation to The Downs.

11.4. Lady Anne Windsor Charity – A Sedgwick read a statement regarding 3 Rowley Cottages which it would like to purchase for social housing. Negotiations are continuing with

BDC.

12. **Community Caretaker Scheme** - Consideration to be carried forward to January. A Sedgwick would like someone else to take on the role of arranging the winter litter picks.
13. **Police Liaison Officer and Neighbourhood Watch Co-ordinator** - carried forward to January.
14. **Aerial photography footage** – The Council resolved that it would not be appropriate for the footage to appear on the PC website but it might be suitable for the proposed parish website. The Clerk to advise Robert Lightfoot accordingly.
15. **Rubbish dumped on allotments** - The Chairman had spoken to the Estate regarding the sofas and they are looking into the issue.
16. **Refuse calendar for 2016** – The Clerk is to order 50 calendars from BDC and these can be distributed to those who do not use computers via the shop or the church. Further calendars will be ordered if required. It can also be displayed on the PC website. A note will be put in the LSPN on this issue.
17. **Website** – see 10.2 above
18. **Clerk’s and Chairman’s reports and correspondence** - noted
19. **Outstanding issues** from previous Minutes not dealt with elsewhere - none
20. **Community newsletter** – to agree items to be highlighted – survey, refuse calendar, precept
21. **Future Agenda items** – budget and precept, Community Caretaker Scheme, Police Liaison Officer and Neighbourhood Watch Co-ordinator, War Memorial
22. **To set the dates of meetings for 2016**

Agreed as under:

Parish Council Meetings	Planning Committee Meetings
12 January	9 February
8 March	12 April
10 May	14 June
12 July	9 August
13 September	11 October
8 November	13 December
Annual Parish Meeting 26 April	

There being no further business, the Chairman closed the meeting at 10.12 pm.

Chairman

Date