

STOKE BY NAYLAND PARISH COUNCIL

Minutes of the Meeting of the Council held on

Tuesday 13 October 2015 at Stoke by Nayland Village Hall at 7.30pm

Present: O Arditi, S Bezencenet, J Bloomfield, N Bray, V Klimowicz, J Louch, I
Reece (Chairman), A Sedgwick

In attendance: A Robinson (Clerk), J Finch (SCC) and 2 members of the public (until after item 3).

1. Apologies for absence

Received from M Nielsen (approved) and M Barrett (BDC)

2. Declarations of interest

A Sedgwick regarding 8.2 below as a neighbouring property owner.

3. Public Forum

2 members of the public attended to complain about the serious parking issues which arose in School Street over the weekend of the Roman River Festival held at the church. Not only were residents inconvenienced by being unable to get in and out of their properties, or to park themselves, but also emergency services had difficulty accessing a property. A letter from Andrew Norman-Butler was read out and it was agreed that O Arditi would attend the proposed meeting as the Parish representative.

4. **Reports** – J Finch’s report had been previously circulated, covering the new partnership with the Mason Trust to inspire young people, the launch of the new First Endeavour annual bus ticket, the refinancing of Suffolk’s Energy from Waste facility, the new bid to find locations for Short Stay Stopping Sites for travellers, and devolution of power to local councils. Regarding the sites for travellers, A Sedgwick said that the website identified areas where sites were being sought, which did not include Stoke by Nayland. He queried whether the area around the A134 near Stoke by Nayland should or should not be included. The Parish Council would like to know what it could do that is constructive to make politicians more able to make decisions about this issue.

5. **Minutes** –The minutes of the meeting held on 8 September 2015 were approved and signed.

6. Highways

6.1. Meeting with Steve Merry of SCC Highways in July 2015 – J Finch was asked if progress could be made on the items raised at the meeting. V Klimowicz ran through the list made following the meeting.

6.1.1. Village Green parking problems- still in progress.

6.1.2. Downs Footpath – see 7.1 below

6.1.3. Hedges/young trees on bank outside the Mitchells’ property – M Nielsen to obtain quotes for the work which SCC can approve and pay for. Waiting to hear from S Merry re requirement for fencing.

6.1.4. White lines either side of 12/13 Polstead Street exit from Water Tower – S Merry to chase this work up – still not done.

6.1.5. Post near Clipt Bush – S Merry to chase this work up – still not done.

6.1.6. Clipt Bush Corner work to replace posts – see 6.3 below.

6.1.7. Clipt Bush Hedges/width of road – O Arditi and J Bloomfield will meet to look at width of road.

6.1.8. Roundels missing on post at Blunden’s Corner – S Merry to arrange for this to be completed – still not

done.

- 6.1.9. Raised tarmac B1068/Butt Road – tripping hazard – S Merry had advised that this was not high enough to warrant a complaint to the contractors so nothing further can be done. J Bloomfield was to speak to him again. Needs chasing up.
- 6.1.10. Trip hazard outside the school – the whole of School Street is to be resurfaced. Still not done.
- 6.1.11. Large holes in Butt Road – S Merry marked holes for repair. Still not done, marks have rubbed off.
- 6.1.12. Suggestions where to put VAS posts (see 7.2 below) – SCC will do an assessment when the Parish Council sends him an official request form. This has not been done.
- 6.1.13. Thorington Street gateway – S Merry was to check why this has not yet been done. We have not been advised and the work has still not been done.
- 6.1.14. 20mph plan – the Parish Council queried when this was to be put in place – J Finch confirmed it was in hand.
- 6.1.15. Eastern Approach 30mph shift and Scotland Street extension – S Merry was to email a map so the Parish Council can mark where it wants the signs. This may be included in Traffic Regulation Order if appropriate. M Nielsen to liaise with those living in Church Lane Street once the map received. Map sent to Parish Councillors 19/8/15, marking still to be done by M Nielsen.
- 6.1.16. Verge between end of Plough Lane and Stoke Tye crossroads – S Merry has to remind the verge cutters to do this and the Parish Council may need to prompt him. Done.
- 6.1.17. Little Howe/Plough Lane – this work was recently carried out because it was not completed when the original resurfacing was done. Done.
- 6.1.18. Parking signs for Recreation Ground – these have been sited on the Recreation Ground.
- 6.1.19. Church Lane – S Merry planned to write to the Parish Council asking them to seek the village’s view of pedestrian access into Church Lane. Not received.
- 6.2. Cycle races through the village – issues arising from this included people setting up feeding stations on the Village Green without permission, congestion, traffic. Although the Parish Council does not own the Village Green it maintains it. O Arditi said that whilst cycling himself he has come across dog owners whose animals had been terrorised by groups of cyclists. He agreed to contact local cycle clubs and the national body and report back.
- 6.3. Clipt Bush Corner - after the wooden posts were installed and the grass re-seeded, the majority of the posts were removed by persons unknown. This was a criminal act of destruction which has been reported to the police. Boxford (Suffolk) Farms have kindly offered to replace the posts free of charge. An email had been received from Sarah Dowley objecting to the posts. O Arditi, speaking as a member of the public rather than as a councillor, also objected strongly to the installation and to the lack of consultation with those who use the area for parking. V Klimowicz apologised for any lack of consultation, although she had spoken to a number of people. It was resolved that S Bezencenet and A Sedgwick would visit those affected to consult before any decision was taken to reinstate the posts. They will also ask them not to park there for now in order to try to minimise damage to the re-seeded areas.
- 6.4. Any other highways or traffic issues – A Sedgwick said that kerbing for the Downs Footpath and traffic calming measures needed to be added to the Budgeting Working Party (BWP) agenda. N Bray

asked whether the roadside signs policy had ever been rationalised. The Clerk said that she had found confirmation in the Minutes for November 2013 that the Parish Council had adopted the policy. She will produce a final version for the records.

7. Footpaths

- 7.1. Downs Footpath – A Sedgwick suggested that the BWP consider applying for some funding for the path, perhaps through Awards for All, looking at it as part of a route down to Rowley Wood. In addition M Nielsen could consider it as part of the overall footpath strategy.
- 7.2. Proposals for a permissive bridleway at Withermarsh Green –after discussion, it was resolved that the Parish Council was not prepared to take on any costs arising out of the proposed new bridleway.

8. Financial

8.1. The Statement of Finance and Orders for Payment was approved as under:

Business Saver Account as at 29 Sept 2015	£14,978.18
Community Account as at 29 Sept 2015	<u>£10,635.98</u>
Total	£25,614.16

Cheque no	Amount	Payee	Purpose
101298	£300	Pete Irving Tree Services Ltd	Tree work at Downs
101299	£30	Community Action Suffolk	Grow your Community Conference 25.9.15
101300	£192.50	Kelvin Hawes	Strimming and grass cutting invoice 10.9.15
101301	£84	Alan Shrosbery	Waymark discs for circular walk
101302	£318.09	Business Services at CAS Ltd	Annual insurance renewal
101303	£33.60	Getmapping plc	Parish Online annual renewal
101304	£632	Bowman & Son	Work at Clipt Bush Corner
101305	£63.25	Anita Robinson	Clerk's expenses 8.7.15-6.10.15
101306	£673.93	Anita Robinson	Clerk's salary July-Sept 2015
101307	£42.40	HMRC	Tax on Clerk's salary
101308	£60	Stoke by Nayland Village Hall	Hall hire for PC meetings August-October 2015

- 8.2. Request from the Community Woodland to benefit from some of the Village of the Year prize money – it was resolved that the BWP would deal with this.
- 8.3. Any other financial matters – I Reece confirmed that she had checked the first quarter's accounts, bank statements and bank reconciliation and all was in order. A Sedgwick agreed to check those for the second quarter. The Clerk explained that funding was now available to assist the Parish Council in complying with the Transparency Code and she will apply for funding to cover the hours she has spent in complying. She will also see if funding is available to replace the Council's seriously out of date laptop. In the meantime J Bloomfield will look at the laptop to see if he can improve it. It was resolved that to save the costs of the clerk travelling to Stoke just to put the agenda etc in the noticeboard (a 9.9 mile round trip) the Chairman would do so instead.

9. Reports from/on:

- 9.1. Budgeting Working Party – The Clerk will consider the amendments proposed to the Financial Regulations and respond to the BWP. The next meeting is on 4 November at 2pm at J Bloomfield's house.
- 9.2. Planning Committee – A Sedgwick reported on today's Planning Committee meeting.
- 9.3. Road Safety Action Group – I Reece reported that the forms from the Police for the Community Speedwatch had been passed on to the volunteers and co-ordinator. Speedwatch sites in Thorington Street and Sudbury Road have been agreed but not for Park Road due to lack of visibility. As soon as the purchase orders are through this will move on. I Reece to speak to the Clerk re this.
- 9.4. Police liaison meeting – I Reece said that there will not be any further liaison meetings but reports will be sent through. Mandy Coleman will not attend Parish Council meetings on a regular basis but will attend if there are any particular issues. V Klimowicz suggested one Parish Councillor should be appointed police liaison officer. All agreed that it was a waste of police time to attend meetings regularly.
- 9.5. Neighbourhood Watch – a co-ordinator is needed for Stoke by Nayland.
- 9.6. Village Lock up – A Sedgwick is waiting for Ian Harris to get back to him with a start date.
- 9.7. Village of the year – V Klimowicz reported that A Shrosbery picked up the award place at the recent awards evening. The Clerk will put the photos on the website and write to him thanking him for his work. The prize money has now been received. J Louch as Village Hall representative will show people the award at the next coffee morning and arrange for it to be permanently displayed.
- 9.8. Community Emergency Planning – N Bray is going to the conference on 13 November. S Bezencenet said that she went to one last week which was very interesting, and that a lot of free training is being offered.
- 9.9. Street Light Working Party – J Bloomfield said that the next meeting is to be on 27 October in the Village Hall.
- 9.10. Recreation Ground – V Klimowicz was pleased to report that they had been awarded a share of the £106 monies to relocate the tap. They have had their survey and are in need of a secretary. There has been a safety inspection and they need to spend about £2000 to repair and maintain equipment. They have considered ground security. The annual fireworks display is on 7 November and volunteers are needed to assist.

- 9.11. PCC – The Parish Council had provided a window display for the Harvest Festival and if possible a photo will be put on the website.
- 9.12. Village Hall – J Louch reported that a meeting is to be held shortly.
10. **New Councillors** briefing sessions – O Arditi had attended the first day of a two day training session today and J Bloomfield had attended an evening briefing session. In order to avoid running up substantial costs with 5 new Councillors, O Arditi agreed to pass on what he had learned to the other new Councillors. Requests for training should go through the Chairman and the Clerk.
11. **Travellers** – dealt with in 4 above.
12. **Community Caretaker Scheme** – to consider the letter from BDC of 30.9.15 – to be carried forward to next agenda.
13. **Outstanding issues** from previous Minutes not dealt with elsewhere – I Reece, V Klimowicz and A Sedgwick to carry out the Clerk’s review (to include computer issues) and will let her have some suggested dates. N Bray said that sofas and other items had been dumped on the allotments – I Reece will speak to the Estate.
14. **Community newsletter** – Village of the Year, parking in School Street, Clipt Bush vandalism, heavy lorry traffic.
15. **Clerk’s and Chairman’s reports and correspondence** – J Bloomfield said that the Focus School were now in receipt of the LSPN and have said they would put an apology re the alarms. A Sedgwick will liaise with the Clerk regarding the Roadside Nature Reserves letter. S Bezencenet said that there was concern about the state of repairs to Rowleys Cottage. The Clerk is to reply to Robert Lightfoot asking him not to publish his footage yet and that the matter will be discussed at the November meeting.
16. **Future Agenda items** – police liaison officer, Neighbourhood Watch Co-ordinator, Lady Anne Windsor Charity, Community Caretaker Scheme, dumping of rubbish on allotments, Robert Lightfoot’s photography request, responses from Steve Merry re highways issues.
17. **To confirm the date of the next meeting** – 10 November 2015

There being no further business, the Chairman closed the meeting at 10.05 pm.

Chairman

Date