

STOKE BY NAYLAND PARISH COUNCIL

Minutes of the Meeting of the Council held on

Tuesday 12 January 2016 at Stoke by Nayland Village Hall at 7.30pm

Present: S Bezencenet (until 8pm), J Bloomfield, N Bray, J Louch, M Nielsen, I Reece (Chairman), A Sedgwick

In attendance: A Robinson (Clerk), J Finch (SCC) (from 7.37 to 8.10), M Barrett (BDC) and 2 members of the public

1. **Apologies for absence** were received from O Arditì (ill) and V Klimowicz (holiday) – approved.
2. **Declarations of interest** - none
3. **Public Forum** – Peter French spoke about the very serious parking issues in School Street, particularly when there was an event on such as the Roman River Festival. He was also concerned at the excessive speed of vehicles along School Street.
4. **Reports** from the County Councillor and District Councillor – James Finch had previously circulated his report, covering access to Superfast Broadband, SCC's budget for 2016-17 (zero increase in council tax but possibly a special tax for adult care services), Suffolk Highways winter programme and the rail franchise renewal.

M Barrett said that BDC was going to increase council tax by 1.9% on its 10% share of the total. This is in response to the deficit and the fact that BDC has only built 48 houses this year, which is far from adequate. BDC is considering introducing parking charges in Hadleigh and Sudbury to increase revenue. She confirmed that there were no planning conditions relating to the HGVs going to the fruit farm, and said that the container outside the house in Sudbury Road had now been removed.

5. **Minutes** - the minutes of the meeting held on 10 November 2015 were approved and signed.

6. Highways

- 6.1. **Clipt Bush Corner** – J Bloomfield advised that the grass has been further eroded by large vehicles. He has bought reflectors to put on the posts and is liaising with Boxford (Suffolk) Farms regarding refitting the posts. There are issues with low kerbs and flooding in the area and M Nielsen will take photographs and liaise with V Klimowicz before contacting SCC Highways.
- 6.2. **Heavy vehicles travelling through the parish** – this problem is ongoing. A working party consisting of J Bloomfield and V Klimowicz, with assistance from J Louch if required, was set up to liaise with local farmers.
- 6.3. **Any update received from Steve Merry SCC Highways re outstanding issues** – I Reece advised J Finch that a number of issues remained unanswered by S Merry from the meeting held with him in June 2015. The most important of these were first, when the 20mph limit would be implemented. J Finch said that it would be in the first half of this year and A Sedgwick had for a detailed timetable to be provided. Secondly, the PC had asked for permission to go ahead and buy the Vehicle Activated Signs, for which it had already received funding. Again no response has been received – J Finch will chase. Thirdly, the money was made available for Thorington Street gateway 2 years ago and this has still not been done. All were agreed that the VAS and the 2 most important of these issues. M Nielsen advised J Finch that the PC was also waiting to hear from S Merry on the speed restriction proposals for Scotland Street. The PC has also just sent him quotes for clearing trees

from a bank in the village and it needs his authority to proceed as soon as possible, before the growing season begins. J Finch advised that S Merry was overworked and he (JF) is doing what he can to improve the situation. I Reece said that she hoped the overall effect of the VAS and the 20mph limit would be to reduce speed in the parish, including School Street. A Sedgwick had thanked S Merry for the work he arranged at Plough Lane.

- 6.4. **Parking issues, in particular School Street and the Village Green** – I Reece confirmed that O Arditi and V Klimowicz had attended meetings with other village organisations and that this issue is being taken very seriously. It was agreed that it would be helpful for a document and map to be prepared explaining where parking was and was not allowed. The church, school and other bodies could hold a stock of these and hand them to those organising events a I Reece will ask O Arditi and V Klimowicz to bring these issues to the next meeting with other village organisations on the matter, and also bring up the issue of parking at the school.

The letter from Andrew Norman-Butler to SCC regarding parking in School Street, and the reply, were read out. SCC said that “H” markings had been inappropriately placed in School Street and they do not intend to replace them when they wear out or are removed. SCC would only consider yellow lines if this was supported by the local community. They asked that inappropriate parking to be reported to the Police on 101.

Regarding the Village Green, the Mitchells have agreed to have “No Parking” signs on their wall subject to planning permission, sponsored by the Parish Council.

7. Footpaths

7.1. **Downs Footpath** – no current issues

7.2. **Signposting of footpaths** – to be considered as part of M Nielsen review

7.3. **Any other footpath matters** – M Nielsen had circulated his report prior to the meeting. The handover from A Shrosbery should be completed by the e month. M Nielsen will produce prior to the next PC meeting a draft strategy for consideration, reviewing footpaths, bridleways and other rights of way, open spaces maintained under the PC budget and other related matters. He advised that many footpaths were in a very poor state due to the weather and he and A Shrosbery will inspect them shortly.

8. **To consider grass cutting for next year** – the PC resolved to accept the contract renewal terms for M Hawes and K Hawes through to the end of autumn 2016. Once the strategy review has taken place the PC will consider retendering based on the scope and standards agreed.
9. **Street lighting** - The invoice for the past financial year had just been received. J Bloomfield proposed that he should draft an email relating to various street lights that are not being maintained although the PC is being charged for maintenance. He will also ask Piggotts for a quote going forward. All agreed.

10. Financial

10.1. **The Statement of Finance and Order for Payment** was approved as under and the cheques listed below were signed.

Business Saver Account as at 31 December 2015 £13,479.92

Community Account as at 31 December 2015 £ 9,681.96

Total **£23,161.88**

Cheque no	Amount	Payee	Purpose
101315	1,315.68	Harris Building Co Ltd	Repairs to Lock-up
101316	52.50	Kelvin Hawes	Footpath strimming invoice 13/11/15
101317	347.40	The Parking Shop Limited	2 x Speed watch signs
101318	1129.20	Road Runner TCA Limited	Speedar SR1 Radar Gun
101319	716.93	Anita Robinson	Salary 1/10/15-31/12/15
101321	53.81	Anita Robinson	Clerk's expenses
101322	25.00	SbN Village Hall	Hall Hire 12/1/16
101323	31.78	V Klimowicz	Replacement posts for Clipt Bush Corner

10.2. **Report from Budgeting Working Party** – the minutes had been circulated prior to the meeting. The next BWP meeting was provisionally arranged for Friday 29 January at 2pm at J Bloomfield's house. Regarding the survey, 86 responses had been received from approximately 308 houses. A summary of the responses will be publicised in the noticeboards in the parish. The exercise has been very informative.

10.3. **The budget and precept for 2016-17** – Following discussion the PC resolved to set the precept for 2016-17 at £11,750 and the precept form was signed. The BWP will look further at the budget at the next meeting.

10.4. **The purchase of a new laptop** for use by the clerk using the Transparency Code grant received was approved. It was resolved that no purchase would be made until a new clerk had been appointed but J Bloomfield will in the meantime look at what is available.

10.5. **The offer from the Focus School** for donations to a local charity was considered and it was resolved that the Recreation Ground was most in need of funds.

11. Reports from/on:

11.1. **Planning Committee** – A Sedgwick reported on the planning application for Hilltop. He advised that the Committee had no objections to the appearance of the building but was uneasy because so many properties are being extended. It was hoped that there would be an opportunity to influence the local plan in conjunction with other PCs and letters are being sent out to neighbouring parishes. M Nielsen agreed to make further enquiries regarding the lighting issues at Frogs Hall and Waylands Farm.

11.2. **Road Safety Action Group** – I Reece reported that she has now received sufficient Speedwatch forms and is chasing the police for their response. T e remaining equipment

in view of the approaching time limit on the lottery funding expenditure I Reece will let the Clerk have the specifications.

- 11.3. **Emergency planning issues** – N Bray attended the Community Emergency Planning meeting and handed round notes. It was agreed that Councillors consider this and let her and J Bloomfield have comments and suggestions. This issue to be on the next agenda.
- 11.4. **Anglia in Bloom** – J Louch and S Bezenenet had identified certain locations in the village. J Louch handed round a note to be discussed at the next BWP meeting. This project can be seen as a vehicle to obtaining money from outside sources for local projects. It was resolved to enter Anglia in Bloom as a village.
- 11.5. **Village Lock-up** – A Sedgwick will write a piece for the LSPN giving information about this now that the work has been carried out.
12. **Community Caretaker Scheme** – the letter from BDC of 30.9.15 was considered and it was resolved not to take up this offer at present but to revisit it at a later date.
13. **Police Liaison Officer and Neighbourhood Watch Co-ordinator** - it was agreed that this be left with V Klimowicz for now but that it should be on the next agenda.
14. **War memorial** – S Bezenenet is preparing a design and quotes will be needed from stonemasons for work to be carried out. It is a listed structure and must be taken care of.
15. **Vacancy for the role of Clerk and Responsible Financial Officer** – the Clerk has given her notice due to personal reasons and will leave post at the end of January. The position has been advertised via SALC and 2 applications have been received. The post is to be advertised in the LSPN and the PC will then consider appointing a new Clerk.
16. **Clerk's and Chairman's reports and correspondence** – noted. The Clerk advised that SALC have a new website and that she has a password for the members' area. SALC will provide another password for use by the Chairman but it is up to individual PCs to decide whether all Councillors have access or just the Chair. It was agreed that Councillors could contact the Clerk or the Chair if they needed access.
17. **Outstanding issues** from previous Minutes not dealt with elsewhere – M Nielsen said that nuisance issues were ongoing and it was agreed that this should be on the next Agenda.
18. **Community newsletter** – it was agreed that the precept, parking, Anglia in Bloom, Clerk vacancy and thanks regarding the survey should be included.
19. **Future Agenda items** – church clock contract, litter in village, footpath review, website, Community Emergency Planning, Police Liaison Officer and Neighbourhood Watch co-ordinator, nuisance issues
20. **The date of the next meeting** – the next scheduled Parish Council meeting is on 8 March but if the PC is ready to appoint a new Clerk prior to the Planning Meeting fixed for 9 February, this can be converted to a full meeting for this additional purpose only.

There being no further business, the Chairman closed the meeting at 9.44 pm.

Chairman

Date