

STOKE BY NAYLAND PARISH COUNCIL

Minutes of the Meeting of the Council held on

Tuesday 14 July 2015 at Stoke by Nayland Village Hall at 7.30pm

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

In attendance: A Robinson (Clerk), J Finch (SCC), M Barrett (BDC)

1. Apologies for absence

Received from A Sedgwick (approved) and PCSO A Coleman

2. Declarations of interest

V Klimowicz regarding s106 at 15 below; S Bezencenet regarding 8.3.

3. Public Forum

None was required as no members of the public were in attendance.

4. Minutes

The Minutes of the meeting of 9 June were accepted as a correct record and signed.

5. Casual Vacancies

Oliver Ardit and Julia Louch were thanked for their a d duly co-opted on to the Council. They signed Declarations of Acceptance of Office.

6. Reports

J Finch (SCC) had provided his report prior to the meeting. Better broadband has arrived in Stoke by Nayland with cabinets providing fibre broadband to most properties – people should contact their internet service provider to see what packages are available. At the SCC AGM J Finch was appointed cabinet member with responsibility for Highways and Transport. Suffolk Community Transport is an ongoing issue; Colin Noble, leader of SCC will be available to meet the public in Sudbury on 26 September between 10am and 2pm; and 4 new farm tenancies have been awarded. J Finch was asked whether there was any intention of providing electric vehicle charging points and he said there was the desire to do so but no funding at the moment.

M Barrett (BDC) explained the current position regarding the Community Infrastructure Levy. BDC is proposing to move some meetings to evenings to make them more accessible to those newly elected Councillors who worked during the day. She advised that she is on the planning committee.

7. Highways

7.1. Meeting with S Merry of SCC Highways – V Klimowicz thanked those who had been involved with the Traffic Group and the Council will write to thank them formally. She had prepared a report of the meeting with S Merry covering the following issues:

7.1.1. Village Green parking problems- a possible solution was polite low key no parking signs on the adjacent wall – S Bezencenet to speak to owners, V Klimowicz to speak to

Village Hall re Bridge Club regarding parking.

- 7.1.2. Downs Footpath – confirmed that the path originally started outside ‘The Cottage’; the Council needs to consider whether the path should start there now, liaising with The Estate, as it would be easier to put a dropped kerb in. This could form part of a Traffic Regulation Order (see 7.1.14 and 15 below). S Merry will provide an SCC approved plan to incorporate protective handrails.
- 7.1.3. Hedges/young trees on bank outside the Mitchells’ property – SCC can cut it but it will not be for some time. M Nielsen to obtain quotes for the work which SCC can approve and pay for.
- 7.1.4. White lines either side of 12/13 Polstead Street exit from Water Tower – S Merry to chase this work up.
- 7.1.5. Post near Clipt Bush – S Merry to chase this work up.
- 7.1.6. Clipt Bush Corner work to replace posts – Clerk to obtain utility plans to check before work starts.
- 7.1.7. Clipt Bush Hedges/width of road – J Bloomfield and O Arditi will look at this issue.
- 7.1.8. Roundels missing on post at Blunden’s Corner – S Merry will arrange for this to be completed.
- 7.1.9. Raised tarmac B1068/Butt Road – tripping hazard – S Merry advised that this was not high enough to warrant a complaint to the contractors so nothing further can be done. J Bloomfield will speak to him again.
- 7.1.10. Trip hazard outside the school – the whole of School Street is to be resurfaced.
- 7.1.11. Large holes in Butt Road – S Merry marked holes for repair.
- 7.1.12. 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.
- 7.1.13. Thorington Street gateway – S Merry to check why this has not yet been done.
- 7.1.14. 20mph plan – the Parish Council queried when this was to be put in place – S Merry advised that a Traffic Regulation Order has to be made first and be considered by a panel. J Finch said that there would be no need for a panel as already approved. V Klimowicz will send a copy of the meeting notes to S Merry and a copy to J Finch.
- 7.1.15. Eastern Approach 30mph shift and Scotland Street extension – S Merry will 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 is happy to liaise with those living in Scotland Street once the map received.
- 7.1.16. 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 to prompt him.
- 7.1.17. Little Howe/Plough Lane – this work was recently carried out because it was not

completed when the original resurfacing was done.

7.1.18. Parking signs for Recreation Ground – these cannot be within 1m of highway so will be sited on the Recreation Ground.

7.1.19. Church Lane – S Merry plans to write to the Parish Council asking them to seek the village's view of pedestrian access into Church Lane.

7.2. Road Safety Working Party – I Reece confirmed that the Council had received a grant of £7598 from the Big Lottery Fund to purchase equipment to set up a road safety group and to fund a hand held Speedar device and accessories, community speedwatch traffic signs, vehicle activated traffic signs, sign posts, high visibility jackets, vests, event pack and accessories.

7.3. Car park signs – V Klimowicz has purchased and collected the signs and cones which are to be stored at the Village Hall and the Recreation Ground. The Parish Council will reimburse her and the other groups will reimburse the Council.

7.4. To consider Focus School traffic from rear entrance – J Bloomfield said that the intruder alarm at the Focus School went off recently. No out of hours contact numbers are displayed outside the school so it was impossible to contact anyone to turn it off. There was still concern about cars coming down Goldenlond at the end of term. In addition, some of the minibuses and parents' vehicles travel far too quickly through the village. V Klimowicz and J Bloomfield will contact the school tomorrow to try to arrange an urgent visit to discuss these issues.

7.5. Any outstanding highways or traffic issues – J Bloomfield confirmed that the street lighting issues were in hand, work was progressing and he will report further at a later meeting.

8. Footpaths

8.1. Downs Footpath – As a first step a working party will be needed to cut the overgrowth back to the wooden boarding. S Bezencenet will get involved with this. The Council were in agreement to A Sedgwick's request to spend £300 to fell the large sycamore on The Downs, subject to permission being obtained from BDC, which A Sedgwick will arrange. The Council was also in agreement for A Sedgwick to request BDC for permission to remove 2 smaller sycamores, which he will do himself.

8.2. Request for a contribution to Dedham Vale AONB project to install a further stile on the circular walk – after discussion the Council decided as a matter of principle that it is not prepared to contribute to refreshments. However, going forward it will consider making a contribution to the AONB (proposed V Klimowicz, seconded I Reece).

8.3. Church Lane footpath – I Reece said that this issue originally arose from complaints during the Church spring market. It evolved into a project to provide a permissive footpath. However, it has now been established that it is not in the Parish Council's remit and the

landowners are not inclined to give permission for a footpath. In the circumstances the matter was removed from the agenda. S Merry will be contacting the Parish Council asking for the villagers' comments on pedestrian access into Church Lane and the Council will deal with this once received. The retention of the street lamp on the Rowley Cottages is to be added as an agenda item.

- 8.4. Any other footpath matters – M Nielsen said that he had met with A Shrosbery to begin the handover regarding footpaths. 2 footpaths are overgrown and the Valley Farm footpath is dangerous and impassable – he will discuss with A Shrosbery tomorrow and may consider another volunteer group to do some clearance. He will also talk to the Estate as it is responsible for overhanging trees. I Reece reported that some cutting had been done at The Wick and the path near The Cottage in Thorington Street. The meadow is to be added as an agenda item.

9. Financial

- 9.1. The Statement of Finance and Orders for Payment as under were approved and accepted and cheques signed.

Business Saver Account as at 30 June 2015	£10,083.77
Community Account as at 30 June 2015	<u>£12,702.85</u>
Total	£22,786.62

Cheque no	Amount	Payee	Purpose
101284	£10	Sudbury Town Council	Training July 2015 (paid June 2015)
101285	£936	Anita Robinson	Salary April-June 2015 including overtime March-May
101286	£60.02	Anita Robinson	Clerk's expenses Mar-May 2015
101287	£231	M J Hawes	Grass cutting invoice 11/6/15
101288	£192.50	K Hawes	Grass cutting invoice 25/6/15
101289	£87.50	Babergh District Council	Uncontested election costs May 2015
101290	£500	Stoke by Nayland Recreation Ground	Donation towards cost of insurance
101291	£50	Stoke by Nayland Village Hall	Hire of hall 9/6/15 and

			14/7/15
101292	£120	BDO LLP	Review of annual return 2014-15
101293	£231	MJ Hawes	Grass cutting and strimming
101294	£455	K Hawes	Strimming and clearing footpaths 26/6 and 9/7
101295	£747.60	V Klimowicz	Car park signs and cones

I Reece will check the accounts and bank reconciliation for the first quarter of 2015-16.

9.2. The updated budget for 2015-16 was noted

10. Reports from/on:

10.1. Long Term Financial Working Party

A Sedgwick had produced a note of the meeting held on 15 June 2015. J Bloomfield proposed adopting the capital budgeting process, where recommendations from the LTFWP would feed into the November Parish Council meeting, at which the precept for the following year was first considered; and that annual budget decisions would consist not only of a budget for the following year and precept, but also decisions on future capital and major revenue expenditure. This was seconded by V Klimowicz and the Council resolved to proceed in this way. A sub group of I Reece, V Klimowicz, A Sedgwick and M Nielsen will look at amending the Financial Standing Orders. V Klimowicz proposed the Council agreed to set a contingency both for a reserve fund and a repair and maintenance fund. The LTFWP will consider this at its next meeting, A Sedgwick to convene.

10.2. Planning Committee – S Bezencenet advised that A Sedgwick had been appointed as Chairman and she had been appointed Vice Chairman. The Council was updated on the position regarding the issues at Frogs Hall.

10.3. Town & Parish Liaison Meeting 11/6/15 – V Klimowicz reported on the issues raised at the meeting and the Clerk will circulate her earlier note.

10.4. Village Lock up – the Council approved spending £939 on this project as previously detailed by A Sedgwick.

10.5. Village Twinning – to be removed from the agenda until anything further received.

10.6. Village website – S Bezencenet was unable to find anyone this academic year and will contact the local college again in September. O Arditi offered to look at the website and the Clerk will send him the relevant details.

10.6.1. Welcome pack –this is to be removed from the website as it is out of date. V

Klimowicz has updated it and handed round copies for comments. To be on the agenda for discussion as to whether the updated version is to be put on the website.

- 10.7. Village of the year – V Klimowicz reported that the village had come joint second in their category and there would be a small cash prize. The Council thanked V Klimowicz, A Shrosbery and P Cooper who had worked hard on the project along with many others who helped on the day. Refreshments were provided for the judging panel by a group of villagers.

11. To consider local issues reported

11.1. Noise nuisance

11.2. Bonfires

11.3. Allotment waste

I Reece said that she had looked at these issues which are nuisances. She will prepare a piece for the LSPN. M Nielsen said that cycling on footpaths is also an issue.

12. **Clerk's position** – The Council confirmed the Clerk's position as permanent. A review will be carried out in due course. In the meantime it was agreed that the Clerk should continue to record hours worked and claim for these if applicable.

13. **Outstanding issues** from previous Minutes not dealt with elsewhere – none.

14. **Community newsletter** – items to be highlighted included the parish car park signs, VAS, street light working party, welcome to new councillors, dates School Street closed, and a separate piece on nuisance.

15. Clerk's and Chairman's reports and correspondence

I Reece will investigate training bursaries with SALC.

V Klimowicz reported that she had discussed the £1155 available under s106 with both the Village Hall Committee and the Recreation Ground Committee. The Council agreed that the latter could apply for £346 for the cost of moving the outside water tap, and the Village Hall could ask for the rest of the money to go towards putting the Hall on mains drainage.

16. **Future Agenda items** – outstanding highways and footpath issues, meadow in Thorington Street, Welcome Pack, street lamp in Church Lane

17. **To confirm the date of the next meeting** – 8 September 2015.

There being no further business, the Chairman closed the meeting at 10.15 pm.

Chairman

Date