

**STOKE BY NAYLAND PARISH COUNCIL**  
**MINUTES OF THE MEETING HELD ON TUESDAY 7TH MARCH 2017 AT 7.30PM**

**Present:** Stevie Bezencenet (SB)  
Jeremy Bloomfield, Vice Chairman (JB)  
Nicky Bray (NB)  
Andrew Collins (AC)  
Vivienne Klimowicz (VK)  
Isabelle Reece, Chairman (IR)  
Adam Sedgwick (AS)

**Apologies:** Martin Nielsen (MN); Melanie Barrett, Babergh District Council (MB)  
James Finch, Suffolk County Council (JF)

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**17.3.1 APOLOGIES FOR ABSENCE**

Apologies from MN, MB & JF were accepted

**17.3.2 DECLARATIONS OF INTEREST**

None

**17.3.3. PUBLIC FORUM**

No members of the public were in attendance

**17.3.4 REPORTS FROM OUTSIDE BODIES**

**17.1.4.1 Babergh DC**

As requested by IR at January meeting, MB had sent a written report well ahead of the meeting, a copy of which is filed with these minutes. IR's forwarding of the report to other councillors had failed. Action: IR MB had reported BDC's Housing White Paper, previously forwarded by IR. The report is wide in its scope both to increase the number of new homes in the area and to address issues of sustainability & resilience within the housing stock. Also reported was the Boundary Commission's review of Babergh & Mid-Suffolk DCs. A reduction of no. of councillors for BDC from 43 to 31, effective from 2019 elections is likely. MB was continuing attempts to contact Julie Abbey-Taylor to arrange meeting with the PCs re local housing needs. IR also noted with approbation that the extremely dilapidated fences near the garages at Crossfields, highlighted during the 2016 Anglia in Bloom campaign, had been replaced.

**17.3.5 MINUTES OF PREVIOUS MEETING**

It was proposed by AC, seconded by JB and agreed unanimously that the minutes of the meeting held on Tuesday 14th February 2017 should be accepted as an accurate record, and signed accordingly.

**17.3.6 FINANCIAL MATTERS**

**17.3.6.1 Precept 2017-18**

The notice in the February edition of the LSPN signalling the PC's intention to set the Precept at £12,100 (an increase of 2.4%) had attracted no correspondence from parishioners. It was proposed by VK, seconded by SB and **AGREED** unanimously that the Precept for 2017-18 should be set at £12,100. Action: IR

**17.3.6.2 Budget 2017-18**

JB pointed out that the sum of anticipated from Transparency Code funding was optimistic. IR noted that concerns over contingency, also raised last year, should not be cause for worry; since the PC was not subject to the same type of unexpected cash flow difficulties that a business might have to plan for. Also, the 'one off' projects, some only in the very early stages of consideration, would not all necessarily come into fruition

during the coming financial year. The Budget, filed with these minutes, was proposed by AS, seconded by JB and **AGREED** unanimously.

#### **17.3.6.3 Orders for Payment**

It was proposed by AS, seconded by JB and agreed unanimously that orders for payment of £ 2254.13 be approved.

#### **17.3.6.4 Application for Transparency Code funding**

It was proposed by IR, seconded by JB and agreed unanimously that an application for recovering the website hosting transfer costs for 2016-17 be submitted. Action IR by 9th March

#### **17.3.6.5 Application for War Memorial Refurbishment funding**

The PC had sought three quotes for this work; the quote from PP Hogan was recommended. It was proposed by IR, seconded by AS and agreed unanimously an application be made to the War Memorials Grant Scheme.

### **17.3.7 TRAFFIC & HIGHWAYS**

#### **17.3.7.1 SCC Traffic Calming Plan**

The opportunity for parishioners to view the final Plan for Traffic Calming during the March Village Hall Coffee Morning was both well attended and well received; and of material benefit to both the PC & the VH. IR expressed thanks to VK, AS & SB. It was proposed by VK, seconded by JB and agreed unanimously to endorse the SCC Plan. Action: IR

A report by VK on recent & outstanding traffic issues was received and attached. It was acknowledged that the deep hole outside The Crown had been filled quite promptly: but work to several others, notably on Butt Road, had been very poorly executed and the contractors had not followed the quality standards for patch repairs imposed by SCC.

#### **17.3.7.2 Vehicle Activated Signs**

IR apologised that no update was as yet available.

### **17.3.8 STREET LIGHTING: Proposal for Finance**

The RESOLUTION, filed with these minutes, to finance the Street Lighting Project largely from reserves, with the remainder via a loan from the Department for Communities & Local Government (DCLG) was examined and discussed. Few comments had been received: such as had been recognised the need to borrow; favoured borrowing less rather than more; & favoured borrowing for as short a period as possible without increasing the PC's total expenditure. These reflected the views consistently expressed by members of the public at earlier stages. It was noted that the sum the PC proposed to borrow was less than previously envisaged and announced in the LSPN. Proposed by AC, seconded by AS and agreed unanimously.

**RESOLVED** Action: IR & JB

### **17.3.9 ASSET REGISTER**

The most recent version of the Asset Register had been circulated. Several additions & amendments were necessary, notably the Village Lock-up, the VAS & Speedwatch equipment, Clerk's laptop computer. The Parish land holdings needed to be updated; the Recreation Ground (responsibility of Recreation management Committee) has to be removed from the Register. Action: ALL to provide details to AC. Also proposed 'without notice' by VK, seconded by JB & agreed unanimously to dispose of the PC's laser printer in an appropriate manner. Action JB

### **17.3.10 ANNUAL PARISH MEETING**

It was proposed by IR, seconded by NB and agreed unanimously to invite Lee Carvell (Babergh DC Open for Business Team) to address the Annual Parish Meeting on Tuesday 25th April. Action: IR

### **17.3.11 RECRUITMENT OF CLERK**

Following recommendation from the Interview Panel (IR, JB & AS) it was proposed by AC, seconded by AS and agreed unanimously to appoint James Dark to the position of Clerk to the Parish Council. Action IR & JB

### **17.3.12 REPORTS & RECOMMENDATIONS**

#### **17.3.12.1 Planning Committee**

In the light of the 'Old Bakehouse' case, where a previous owner had effected alterations without the necessary planning permission, it was thought prudent & helpful to submit a short piece in the LSPN, reminding parishioners of their obligation to comply with planning regulations.

#### **17.3.12.2 Footpaths & Grass cutting**

The report from Martin Nielsen was received, requesting that a system be installed whereby the contractors (Hawes & Hawes) would receive payment via standing order. Following discussions, this request was rejected. However, a more efficient and prompt payment of invoices, facilitated by a locally based Clerk, was wholeheartedly supported.

#### **17.3.12.3 Litter**

It was proposed by IR, seconded by AS, and agreed unanimously to store the litter-picking equipment ('donated' by BDC for use by Stoke by Nayland and to be lent to Nayland litter pickers), in the Village Lock-up. A combination padlock would be purchased. Action: AS

#### **17.3.12.4 Electricity Undergrounding.**

The meeting was reminded that this was an issue of long standing concern to parishioners; a fact highlighted by its position in the priorities ranking in the Public Consultation carried out in December 2015. Correspondence had been received from UK Power Networks requesting comment on various 'countryside' undergrounding proposals, which would have a significant disruptive impact on the built-up areas of the parish, while receiving no actual benefit from the scheme. It was decided that the PC's response should be to arrange for representatives from UK Power Networks to meet with a delegation of Councillors and survey the proposed circuit, in order to see first hand what the effects may be to the amenity of this part of the AONB. Action: AS

#### **17.3.12.5 Other Parish Bodies**

SB, on behalf of the literary festival ISBN, requested permission to use the Village Green during the three days of the Festival (10th & 11th June). It was proposed by SB, seconded by JB and agreed unanimously to grant this permission.

VK reported that Stoke by Nayland CEVC Primary School had recently undergone an Ofsted inspection. The School had previously been awarded *Good*. This time it was marked as *Requiring Improvement* in the new inspection framework (The category of *Satisfactory* in the old framework) VK added that a plan had been devised and was being implemented. She also wished it known for the record that the School has a large percentage (29%) of pupils with Special Needs; that pupils feel safe; and that pupils' attitude to learning was good. The Ofsted Report is on the School website.

### **17.3.13 FUTURE AGENDA ITEMS**

Grit Bins, including survey Action: AC; Land Holdings

### **17.3.14 COMMUNITY NEWSLETTER**

Precept; SCC Traffic Calming Plan; Highways reporting; Street Lighting Finance; APM; New Clerk

### **17.3.15 DATE OF NEXT MEETING: 2nd May 7.30pm, Preceded by Planning Meeting**

The meeting closed at 21.24hrs