

STOKE BY NAYLAND PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 3 MAY 2016 AT 7.30 PM

Present: Stevie Bezencenet (SB)
Jeremy Bloomfield (JB)
Nicki Bray (NB)
Jane Cryer - Clerk (JC)
Vivienne Klimowicz - Vice Chairman (VK)
Julia Louch (JL)
Martin Nielsen (MN)
Isabelle Reece - Chairman (IR)
Adam Sedgwick (AS)

In attendance: Melanie Barrett (MB)
2 Parishioners

Apologies: James Finch, Suffolk CC

1 ELECTION OF CHAIRMAN

It was proposed by VK, seconded by SB and agreed unanimously to re-appoint IR as Chairman for 2016/17. IR then signed the Declaration of Acceptance of Office.

2 ELECTION OF VICE-CHAIRMAN

It was proposed by IR, seconded by VK and agreed unanimously that JB should be appointed Vice-Chairman for 2016/17.

3 APOLOGIES FOR ABSENCE

See above.

4 DECLARATIONS OF INTEREST

None.

5 PUBLIC FORUM

The two parishioners present expressed concern about car parking in the village, particularly in School Street. An elderly lady had recently been taken ill and the ambulance had experienced difficulty in finding anywhere to park near her house - and had then been blocked in. In response to a suggestion that School Street could be made one-way, SB said this had been discussed with Suffolk CC in the past; VK commented that people tended to drive faster along a one-way street.
(see also minute 11.2, below)

6 MINUTES OF PREVIOUS MEETING

The minutes of the PC meeting held on Tuesday 1 March 2016 were approved and signed.

7 COUNCILLOR VACANCY

Following the resignation of Oliver Arditi, it was agreed to advertise a casual vacancy / co-opt / advertise.

8 APPOINTMENT / CONFIRMATION OF REPRESENTATIVES, AND UPDATES

8.1 PC representation on the following organisations:

- Recreation Ground Committee
NB confirmed that she was happy to continue. She said she had nothing further to add to the report made by VK to the Annual Parish Meeting.
- SALC
JB confirmed that he was happy to continue.
- Village Hall Management Committee
JL confirmed that she was happy to continue. She said the VHMC would like to replace both the noticeboards in the village and had asked whether the PC would be prepared to contribute £350 for one of them. However, following a discussion, it was agreed that the PC did not wish to purchase a new noticeboard at the present time.

8.2 To report on the following activities:

- PCC
AS confirmed that he was happy to continue. He reported that Mark Woodrow had been appointed as the new Priest in Charge; he would take up his post on 21 July. There would be a special Evensong on the Sunday before the Spring Fair and the Dean of the Cathedral would attend.
- Stoke by Nayland Primary School
VK confirmed that she was happy to continue.
- Public transport
SB confirmed that she was happy to continue. She said there was a possibility that single-decker buses might be replacing the double-deckers.
- Lady Anne Windsor Charity
AS confirmed that he was happy to continue. NB had agreed to be the second PC representative and would shortly be attending her first meeting.

9 APPOINTMENT OF PLANNING COMMITTEE

The current members all confirmed they were happy to continue. In response to a question from MN, VK said only members of the committee were entitled to vote on planning issues; the committee was empowered by the PC to make decisions. MN agreed to join the Planning Committee.

10 REPORTS FROM SUFFOLK COUNTY COUNCIL & BABERGH DISTRICT COUNCIL

10.1 Suffolk CC

James Finch had attended the Annual Parish Meeting on Tuesday 26 April and given a report on the past year.

10.2 Babergh DC

MB had submitted a report for the Annual Parish Meeting, which JC would re-circulate. Babergh's own Annual Meeting had now taken place and Officers had been elected. Jennie Jenkins remained as Leader of the Council; Peter Burgoyne now chaired the group. MB would be attending a briefing later in the week. SB said if a PC offered advice on a planning application and that advice was not taken into consideration, it would be helpful to know why. AS said BDC was keen to work with clusters in future, rather than individual PCs. IR reported damage to the fence at Crossfields, close to the garages owned by BDC; MB agreed to look into this.

11 TRAFFIC & HIGHWAYS

11.1 Clipt Bush Corner

VK said Boxford Fruit Farms had completed the work. She had drafted a piece for the newsletter, which JC had submitted. It was agreed that she would draft a formal letter of thanks and forward it to JC to send. MN said he would produce a report for the next meeting - SCC needed to re-lay the kerbs and deal with the flooding problem; he would compile a history.

11.2 Parking (see also minute 5, above)

SB reported on the meeting held the previous week, which had been attended by representatives from the Village Hall Committee, the Church, the Recreation Ground, the Parish Council and residents of School Street. 14 residents from 12 properties had signed a petition and various options including white lines, hatching and signage had been discussed. VK said SCC had been asked by the church for white lines, but the response from Paul Gant had been that he thought it was unnecessary. AS commented that SCC would not implement the measures proposed, which in any event would be ineffective without enforcement, and in practice would only be done by local people; if local people took appropriate action, the SCC options were superfluous. It was important to make sure that people making bookings understood where people could park; it also needed to be reinforced on the night. JB said tht parking outside the school was still a problem. JB said he felt that the three key businesses in the village should be involved, ie the two pubs and the shop. IR asked members to feed ideas and proposals to SB. VK's suggestion to discuss with James Finch what might be possible was agreed; SB would contact him. She also said she would withdraw the final two paragraphs from the report.

11.3 Community Speedwatch & VAS

IR said she was still waiting to hear from PC Sam Gilkes, who would be training the volunteers; he was currently on paternity leave. The PC had paid for two posts (£150 each) as the Lottery's deadline was 1 April. However, it appeared the deadline for reimbursement by Suffolk CC had been missed, as they had not responded in time. In future, JC would keep a list of all outstanding items relating to SCC.

11.4 Other outstanding traffic and highway issues

VK said that School Street had been due to be resurfaced, but this work had been postponed. A sign referring to a 17 ton weight limit had been replaced by a correct sign stating that 18 tons was, in fact, the limit. Some reflectors were missing from Blundens Corner; this had been reported two months ago. IR said the 30mph signs had been replaced and potholes filled in. Littlegarth School had erected a sign in the wrong place, as the parish boundary was Higham Bridge.

12 FOOTPATHS

12.1 Draft Footpath Strategy

This had been circulated prior to the meeting. MN said he had received feedback from IR that people were using bridleways inappropriately; it was noted that the bridleway network was largely incoherent as it stood, and there appeared to be little local demand for its enhancement. VK suggested that Kevin Verlander might be asked to attend a meeting. She thanked MN for his hard work; all were happy with the draft Strategy.

12.2 Any other footpath matters

MN said the stile had been replaced with a kissing gate between Orc Farm and Wick Farm.

13 STREET LIGHTING

13.1 Street lighting working party

JB reported on the meeting held on 25 April, when a proposal to replace some lights and move others had been discussed; there would be another meeting towards the end of June, and there would be a note from Babergh in the parish magazine.

13.2 Maintenance

SCC now had a contractor in place to work on overhead power lines and was now monitoring the contract. JB confirmed that lights no longer had to be disconnected whilst work was being carried out. He also confirmed that SCC had amended their records to show 26 lights in Stoke by Nayland, not 28; however, JC was still awaiting a revised invoice.

14 ANGLIA IN BLOOM

IR confirmed that the entry had been sent in. She had met Jane le Grice, who had confirmed the school would be on the judging route. A flyer had been sent to most houses in the parish. David Baker from the History Society was exploring the possibility of WW1 funding for the War Memorial and would liaise with JC. IR was in touch with Andrew Norman-Butler; Gill McElroy was keen to be involved with the War Memorial design. Other aspects of the project included expansion of the litter picking initiative, a croquet

tournament, a workshop on container gardening, a literary workshop, a composting masterclass and a gardeners' question time.

VK commented on the litter problem and referred to the special arrangement in Scotland Street; AS said he felt a litter strategy was required.

15 VILLAGE LOCK-UP / WAR MEMORIAL

The village lock-up had been dealt with. JC had requested a quote for the War Memorial from Neil Luxton and would chase this.

16 FINANCIAL MATTERS

16.1 To approve payments since the last meeting

Payments made on 12 April totalled £8827.74; it was proposed by VK, seconded by AS and agreed unanimously to approve these (see appendix I).

16.2 To approve payment of invoices

Payments to be made on 3 May totalled £995.90; it was proposed by VK, seconded by AS and agreed unanimously to approve these (see appendix II).

16.3 Other financial matters

It was agreed that JC would bring a proposal for amended banking arrangements to a future meeting.

17 CLERK'S AND CHAIRMAN'S CORRESPONDENCE

- IR had received a thank-you card from Anita Robinson, the previous Clerk.
- A request for donations had been received from EACH; JC would reply to say that the PC had a policy of supporting local causes.
- IR referred to the email from SALC about the latest edition of the 'Good Councillors' Guide', JC would circulate an electronic copy.

18 OUTSTANDING ISSUES NOT DEALT WITH ELSEWHERE

AS referred to the planning application regarding Horkesley Park: to demolish the glasshouses and build 22 houses - four of which would be social housing. The Dedham Vale Society thought any development was inappropriate and contrary to the Local Plan. It was agreed that, in view of the deadline for comment, this would be dealt with by email among members; AS would take the lead on this.

19 FUTURE AGENDA ITEMS

It was agreed that requests should be sent to JC by close of play on the Wednesday of the week preceding a meeting.

20 2016 MEETING DATES

Meetings for the remainder of 2016 had already been scheduled, normally on the second Tuesday of the month. The next meeting would be on Tuesday 14 June at 7.30; the main items would be End of Year Accounts and approval of the Annual Return, and Planning.

It was agreed to set the date for the 2017 Annual Parish Meeting at the next meeting, as well as dates for 2017.

21 COMMUNITY NEWSLETTER

It was agreed that the items to be highlighted in the next newsletter should be:

- Street lights
- Casual vacancy
- APM - speaker
- Footpath Strategy

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APPENDIX I - PAYMENTS MADE SINCE LAST MEETING

Date	Cheque no	Payee	Amount	Details
12.4.16	101326	Anita Robinson	280.58	January salary
	101327	Anita Robinson	4.86	Expenses (stamps)
	101328	Jane Cryer	36.48	Expenses (filing trays, hanging files)
	101329	Babergh DC	480.08	Litter & dog bin emptying
	101330	Village Hall	50.00	Hire charges
	101331	SALC	6.00	Clerks' Info Day (split with Raydon & Layham)
	101332	Smith of Derby	525.60	Church clock maintenance contract
	101333	Westcotec	6600.00	Speed equipment
	101334	SALC	8.40	Payroll service
	101335	Jane Cryer	276.74	March salary
	101336	HMRC	69.00	Clerk's tax
	101337	MJ Hawes	240.00	Grass cutting
	101338	K Hawes	200.00	Grass cutting
	101339	Village Hall	40.00	Hire charges
	101440	Village Hall	10.00	Hire charges
TOTAL			8827.74	

APPENDIX II - PAYMENTS TO BE AUTHORISED 3.5.16

Date	Cheque no	Payee	Amount	Details
3.5.16	101341	MJ Hawes	284.00	Grass cutting
	101342	Village Hall	35.00	Hire charges
	101343	Jane Cryer	476.90	April & May salary
	101344	St Mary's Church	200.00	Contribution towards mowing
TOTAL			995.90	