

STOKE BY NAYLAND PARISH COUNCIL

Minutes of the Meeting of the Council held on Tuesday 12th November 2013 in the Village Hall, at 7.30 p.m.

PRESENT: Mr. Cook, Mrs. Klimowicz, Mrs. Oakes (Chairman), Miss Reece, Mr. Sedgwick, Mr. Shrosbery, Mr. Slater, Mrs. Smith (until item 9), and the Clerk.

Also in attendance: District Councillor Cave (until item 9), County Councillor Finch (until item 7), and 4 members of the public

1. Apologies for Absence - Mrs. Ennew-Hayter, Mrs. Gray and PCSO Coleman.

2. County Councillor's Report - Mr. Finch had circulated a report prior to the meeting. This included details of a consultation on how to achieve the required savings of £156 million on the SCC budget and the new Endeavour Card travelcard for 16-19 year olds. Mrs. Klimowicz raised the outstanding traffic issues which Mr. Finch said he would follow up. Mr. Shrosbery expressed his disappointment that the promised work on the green at Scotland Street would now not be carried out by SCC. Mr. Finch said he would pursue this to ensure a satisfactory outcome.

3. Declarations of Interest – none declared

4. Public Forum - Mrs. Rothwell attended to raise the issue of a 'no HGV' sign which had been erected on her land in full view of her house and garden in Butt Road. She considered that it was also not the most appropriate position for the sign as drivers would not see it until they had already turned into Butt Road. Mr Finch would meet with Highways and residents to resolve the positioning of this sign.

5. Minutes - the minutes of the meeting held on 10th Sept 2013 were confirmed as a correct record and signed by the Chairman.

6. Matters arising from Minutes

- (a) The Downs sycamore stump – the Chairman reported that Mr. Barnett had cut down and poisoned the stump as requested
- (b) Well housing and Lock up – a condition report had been prepared by a conservation architect when visiting the church. A number of actions were required. It was RESOLVED that Mr. Sedgwick would speak to the conservation architect about pursuing quotes and overseeing the specialist work.
- (c) Path behind primary school – Mrs. Klimowicz reported that following the tree survey an altered specification of the path had been agreed and the conditions of the planning permission were now discharged. Once written confirmation of this had been received from BDC the contractor would be instructed to proceed with the work. It was agreed that Mrs. Klimowicz would organise an opening ceremony in conjunction with the school. The Clerk had been informed that the bank would not allow an overdraft in order to finance the work before the grant was received. Therefore Mr. Sedgwick would proceed with an application for a short term loan of around £10,000 from the Public Works Loans Board to cover the deficit between the Council's reserves and the £18,000 + VAT required.
- (d) Broadband – Mr. Sedgwick was still looking into the competing options of Buzzcom and County Broadband.
- (e) Village Amenities Insurance – Mrs. Klimowicz informed the meeting that the

Recreation Ground Committee was looking into whether the Parish Council and Recreation Ground Committee insurance cover could be combined. The Clerk was asked to pursue this as well to see if there would be any benefit.

7. District Councillor's Report - Mr. Cave spoke about issues covered in the latest Parish and Town Council Newsletter produced by BDC including the Local Council Tax Reduction Scheme.

8. Volunteer Lift Service – Councillors discussed whether there was a need for a lift service in the evenings to take residents to social events. It was decided to encourage the assembling of an informal group of volunteers advertising the service to discover the level of demand.

9. Streetlighting – Mr. Sedgwick had circulated a report with the results of his study on the effect of streetlighting on crime and road accident figures which suggested that crime falls when streetlighting is reduced and that there is no measurable difference to the number of road accidents. He also included indicative costing of 4 options. A discussion followed on how to proceed with this issue as some Councillors now felt that selected lights should remain given the reaction of some residents whilst others felt that the decision made by the Council at the July meeting to remove all streetlighting should stand.

It was RESOLVED to ask SCC whether it would be possible to switch off all lighting for a trial one month period which would be advertised to residents. Mr. Shrosbery would enquire whether there were any insurance issues to be aware of.

Mrs. Klimowicz pointed out that the light on Blundens Corner had been out for a year and asked that the Clerk contact SCC to request a reduction in maintenance payment. A light out in Crossfields had been reported to SCC by the Clerk.

10. Financial Matters

(a) Invoices - The Council noted that the following had been paid since the last meeting:-

Suffolk ACRE insurance 2013/14	£318.09
Getmapping subscription	£12.00

The Clerk reported that the following invoices had been received:-

Chris Mortimer Grounds Maintenance (1 cut, churchyard cut, work to footpaths)	£282.00
B. Philbidge salary and expenses Sept, Oct and Nov (until 15th)	£751.30
V. Klimowicz (cost of discharge of planning conditions)	£48.50
Village Hall rental	£60.00
Nigel Turnbull treesolutions	£144.00

RESOLVED that the accounts be paid.

(b) Financial Statement as at 31st October 2013 – noted

(c) Budget 2014/2015 – the Clerk had circulated a proposed budget prior to the meeting. This estimated that with no increase in the precept (£11,000) and a reduced grant of £706 from BDC, and no allocation towards the upgrading of the street lights,

reserves would be increased by £1822. This included £500 allocated to unspecified capital spending. Councillors RESOLVED to keep the precept at £11,000 (+£706 Local Grant) for 2014/15, to be confirmed at the January meeting.

11. New Clerk – the Chairman reported that Mrs. Sandra Gray had been appointed as the new Clerk and Responsible Finance Officer. Mrs. Philbidge would leave the position on November 15th and was thanked for her work.

12. Grievance and Disciplinary Procedures – Mr. Sedgwick Mr. Cook and Mrs. Klimowicz were appointed to prepare draft procedures to be considered for adoption by the Council.

13. Lady Anne Windsor Trust

- (a) Appointment of trustee – the Clerk read a letter from the Lady Anne Windsor Trust confirming that Mr. Norman-Butler's 4 year term was at an end and that he was prepared to continue in the position if asked. The Chairman felt that it was preferable for the trustee to be a serving Parish Councillor and proposed that Mr. Sedgwick should be appointed. This was agreed by all Councillors. Clerk to inform the trust.
- (b) Housing Need – the Lady Anne Windsor trust had had an initial meeting with BDC to discuss assessing the housing need in the village. It was RESOLVED that Mr. Slater, Mr. Sedgwick, Mrs. Oakes and Mrs. Klimowicz act as representatives of the Parish Council on any joint working committee set up for this purpose in the future.

14. Roadside Advertisements – the Planning Committee had proposed that guidelines written in November 2012 to control the advertisements put up on roadside verges were adopted by the Parish Council. This was agreed.

15. Scotland Street Sewerage System – Mr. Shrosbery reported that work to replace a pipe had been delayed until 2014 due to the work been put out to tender. However Anglian Water had carried out a jetting of the system in November.

16. Grit – it was agreed to purchase a new grit box at the Recreation Ground entrance at a cost approximately £150. Mrs. Klimowicz agreed to meet the contractor on site to agree the exact position. Clerk to contact the contractor.

17. Reports

- (a) Planning – Mr. Shrosbery reported on October and November committee meetings.
- (b) Traffic Working Party – Mrs. Klimowicz had circulated a report from the Traffic Working Party which was agreed. She also reported that she had been sent the results of a speed check in Thorington Street in October.
- (c) Village Hall – Mr. Cook reported on a recent fundraising event.
- (d) Primary School – Mrs. Klimowicz reported that the school now had year 6 pupils.
- (e) Footpath Maintenance – Mr. Shrosbery reported on damage to trees caused by the recent storm.

18. Correspondence

- (a) BDC – invitation to Parish Liaison Meeting 28th November – no one wished to attend
- (b) BDC – Local Council Tax Reduction Scheme workshops – the new Clerk had attended
- (c) PCC – request to support application for road closure for Spring Market – the Clerk had responded with a letter of support

- (d) SCC – road closure Blundens Corner on December 16th
- (e) BDC – Community Achievement Award nomination form – no action

19. Community Newsletter – items to be included were streetlighting, the precept, appointment of the new Clerk, roadside advertisements procedures, registering as a volunteer for gritting and litter picking sessions.

The meeting closed at 10.35 p.m

Chairman