

STOKE BY NAYLAND PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 8 NOVEMBER 2016 AT 7.30 PM

Present:	Stevie Bezencenet (SB) Jeremy Bloomfield, Vice Chairman (JB) Nicki Bray (NB) Andrew Collins (AC) Vivienne Klimowicz (VK) Martin Nielsen (MN) Isabelle Reece, Chairman (IR) Jane Cryer - Clerk (JC)
Apologies:	Adam Sedgwick (AS)
In attendance:	Melanie Barrett, Babergh District Council (MB) James Finch, Suffolk County Council (JF)

16.11.1 APOLOGIES FOR ABSENCE

See above.

16.11.2 DECLARATIONS OF INTEREST

None.

16.11.3 PUBLIC FORUM

No members of the public were present.

16.11.4 REPORTS FROM OUTSIDE BODIES

16.11.4.1 Babergh DC

MB said she had contacted Martin King, the lead on housing at Babergh, to try and find out what was happening with the Housing Needs Survey. JC had also been making enquiries and said Julie Abbey-Taylor was now the contact; however, she had been away from work for two months and was now dealing with a backlog. VK commented that there should be a process in place for 'business as usual'. It was agreed that JC should write to Babergh's Chief Executive about to ask whether such a process was in place. With regard to the Housing Needs Survey specifically, she would ask when the terms of reference would be available for comment, and confirmation of who was taking the lead. She would also express councillors' disappointment that, having responded to Babergh's request for parishes to work together on this, no progress was currently possible. MB said Babergh was about to leaflet all households concerning refuse collections. Following a review by SERCO, it had been agreed that the present system was working, and there was no requirement for a kerbside collection of glass. Textile collection had ceased at the end of October, partly because of the risk of contamination. A new CEO of Babergh and Mid Suffolk DCs had been appointed - Arthur Chavonia, formerly of Suffolk Coastal DC, would take up his post in January 2017.

16.11.4.2 Suffolk CC

A written report had been submitted, a copy of which is filed with these minutes. The main items to note were:

- An increase in Suffolk children achieving a Good Level of Development and achievement in their Early Years Foundation Stage (EYFS) results. In Suffolk 70.2% of children achieved a Good Level of Development (GLD) during 2016, slightly above the rest of England.
- Rail network infrastructure requirements needed to deliver the new Greater Anglia rail franchise were the key topics discussed at a conference held on Monday 24 October in Ipswich.

- SCC had been working in partnership with BBC Radio Suffolk to launch a new road safety campaign in the autumn: 'Be Safe and Seen in Suffolk.' Over 12,000 badge reflectors would be given to primary school children. The campaign was part of Suffolk's Year of Walking, celebrating walking in Suffolk by promoting walking events and encouraging new walking opportunities.

16.11.5 MINUTES OF PREVIOUS MEETING

It was proposed by SB, seconded by NB and agreed unanimously that the minutes of the meeting held on Tuesday 13 September 2016 should be accepted as an accurate record, and signed accordingly.

16.11.6 FINANCIAL MATTERS

16.11.6.1 RFO's report

The report was noted. It was proposed by JB, seconded by MN and agreed unanimously that payments of £1741.05 should be authorised; the VAT refund of £2,143.93 was noted. It was agreed to review insurance arrangements before the next renewal date. It was also agreed to review the annual subscription to Get Mapping before the 2017 renewal.

16.11.6.2 Budget Working Party

It was agreed that the Working Party should meet before Christmas - date to be confirmed.

16.11.7 REPORTS FROM COUNCILLORS

16.11.7.1 Planning Committee

The Planning Committee had met earlier in the evening. The Committee had not objected to applications for a single-storey side extension at 3 Thorington Villas, Thorington Street and a single-storey rear extension at Fenwood Cottage, Church Street. However, with regard to the application for change of use for the annexe attached to Rouses Farm, Calves Lane, the Committee had asked JC to request further information from Babergh. The Committee had noted that consent had been granted for applications in respect of Maltings Cottage and Tanglewood, both in Scotland Street. Notification had been received of a proposed Options Study for the upgrading / reconstruction of Boxted Bridge.

16.11.7.2 Street light working party

The proposal from the working party was formally received. JB explained that the proposal was to have a total of 12 lights (as shown on the map). These lights would be updated and converted to LED units; the remaining lights would be decommissioned and removed. JB said Richard Webster had confirmed that in approximately ten days' time SCC would be fully certified to carry out the work themselves, and the prices would then be revised; JB said it was likely that they would be considerably reduced. MN said the estimated figure (ex VAT) was £15,000. It was agreed that a small group - the delivery team - should take the project forward and look at the budget. The number of hours the lights should remain on would also need to be agreed. It was agreed that the delivery team would need a clear remit and timetable; costings would need to be agreed in principle in January, when the budget and precept were being set, with the aim of the work being carried out in the summer. It was proposed by AC, seconded by SB and agreed to accept the proposal of the working party; IR abstained.

It was agreed that JC should write to Sue Calver, who chaired the working party, to express the PC's formal thanks; VK would forward a draft to her.

16.11.7.3 Parking Group

SB said parking arrangements for the Roman River Festival had worked well. She emphasised the importance of putting cones out when events were taking place. She had some concerns about parking in the village generally. The group intended to map responses from residents of School Street.

16.11.7.4 Traffic

VK asked for comments on the list of outstanding issues, including the proposed 20mph scheme for Stoke - JF

said that the 20mph speed limit change had now been through the formal consultation phase and was now going through the next stage of the process; it should be in place by February/March 2017. VK also referred to the sign on the A134 that was obscured by trees; JF had undertaken to follow this up in July. IR said Mike Mottram had still not been in touch regarding permission to put up the VAS poles and start using the

VAS equipment, which had been received some months ago. She also expressed concern about the visibility of road signs throughout the county, many of which were covered with vegetation. She said that, even it was the responsibility of the landowner, SCC should be enforcing this. In response to a question from IR about the road closure in Stoke during November to allow Open Reach to put in a cable to a property, JF said traffic lights could not be used on this occasion for safety reasons. IR said the Speedwatch volunteers had now been trained. There would be some publicity on the first day Speedwatch went 'live'. She explained that any publicity had to be done through the police and not by the PC. With regard to the Boxford Fruit Farm (and other) lorries, JB said there had been a number of complaints from residents. There had also been some damage caused at Clipt Bush Corner.

16.11.7.5 War Memorial

AS was dealing with this; he was chasing a third quotation, and would also ensure that BDC's Conservation Advisers were content with what was proposed.

16.11.7.6 Other Parish bodies

With regard to the ongoing dispute with the Village Hall Committee about the noticeboard, VK said the Committee had now agreed to have the board lowered by between four and five inches. It was agreed to accept this offer; JC would contact Keith Cook accordingly. However, IR said it should be made clear to the Committee that it was unacceptable for them to pre-emptively spend Parish Council money. Following Julia Louch's resignation, there was currently no PC representative on the VH Committee. IR would attend the next meeting on 13 February 2017; it was agreed that when the current vacancy was filled, the role should be taken by that person. In response to a question from VK, IR said the tubs in front of the Village Hall would be removed and replanted.

Lady Anne Windsor Charity - NB said No 1 The Downs was still vacant. The Firework Display had resulted in a surplus of over £240, once the cost of the fireworks for 2017 had been allowed for.

16.11.8 BUSINESS CONSULTATION WORKING PARTY

The core group of IR, JB, MN and VK would meet to discuss working with local businesses, including sponsorship for events such as 'In Bloom'. Dates of meetings would be publicised.

16.11.9 TRAINING

There had been some training during the last year for new councillors. IR said that Oliver Arditi had attended a two-day SALC course and, when he subsequently resigned from the PC, had offered to disseminate information to other councillors. She proposed that he should be asked to run a workshop; this proposal was seconded by MN and agreed unanimously. It was agreed that it would be sensible to try and hold the workshop after a Planning Committee meeting; JC would contact Oliver and ask him if he was available on Tuesday 13 December. She would also ask him to produce a briefing note beforehand. There would also be some planning training with other parishes. IR reminded councillors to apply to the Chairman and Clerk if they wished to book any training on specific topics.

16.11.10 CLERK'S REVIEW

It was noted that JC had been in post for six months at the end of August. IR and JB would carry out an interim review on Tuesday 29 November and confirmation of her post would be an item for the January agenda. A further review would take place in February 2017, the anniversary of her appointment.

16.11.11 GRIT BINS

In response to a question from VK, IR said it had not been possible for 'In Bloom' volunteers to weed the bins. SB volunteered to look after the bin near the War Memorial; NB would do the same in Crossfields and AC in Blundens. However, it was noted that some of the bins also required repairs; JC would send a copy of the Asset Register to AC.

16.11.12 CORRESPONDENCE

16.11.12.1 Casual vacancy

Following Julia Louch's resignation, a notice had been displayed for the requisite number of days, but there had been no response. It was agreed that JC would place an advertisement in the LSPN; in the meantime, councillors would spread the word.

16.11.12.2 Tendring Hall Estate - permissive footpaths

JC had received a letter from Hector Wykes-Sneyd asking the PC to help reinforce the message that dogs must be kept on leads, under close control. It was agreed that MN would draft a piece for LSPN and send it to JC; JC would respond to Mr Wykes-Sneyd.

16.11.12.3 Littlegarth School

JC had received a response to her letter about the sign on the B1068 between Thorington Street and Higham, requesting a map of the Parish boundaries. MN would send JC a pdf of the map for her to forward.

16.11.12.4 Road markings

IR had been contacted by a resident in Beech Cottages, who said the white lines outside their house had worn away. SB confirmed that the Parking Group was only looking at School Street at the moment; IR would suggest to the parishioner that they should register their query on the SCC website.

16.11.12.5 Light at the top of Scotland Street

IR had received an email from a resident about the light at the top of Scotland Street, which would be dealt with by members of the Street Lighting Group; she would circulate the email to everyone.

16.11.12.6 Website

JC had received notification that Community Action Suffolk (CAS) had taken over responsibility from SCC for the onesuffolk websites and that in future there would be annual fee of £50 for parish councils (who were, of course, free to make alternative arrangements). She would circulate information to councillors and this would be an agenda item for the January meeting.

16.11.13 COMMUNITY NEWSLETTER

Items for the next issue:

- Street Lighting decision
- Dogs to be kept under control on the Tendring Hall Estate
- 20mph speed limit to be introduced in Feb/March 2017
- Casual vacancy advert

16.11.14 OUTSTANDING ISSUES / FUTURE AGENDA ITEMS

- Street lighting
- Budget/precept
- Website

16.11.15 DATE OF NEXT MEETING

7.30pm on Tuesday 10 January 2017, preceded by Planning Committee meeting at 7pm.

The meeting closed at 9.50pm.

* * * * *