

# STOKE BY NAYLAND PARISH COUNCIL

## Minutes of the Meeting of the Council held on Tuesday 9<sup>th</sup> September 2014 in the Village Hall, at 7.30 p.m.

**PRESENT:** Ms N. Bray, Mr K. Cook, Mrs. V. Klimowicz, Mrs. U. Oakes, Miss I. Reece, Mr. A. Sedgwick, Mr. A. Shrosbery, Mrs. J. Smith.

**Also in attendance:** County Councillor Mr. James Finch, Mrs S Gray (Clerk), Mr P McElroy & PCSO 3260 Georgi Hawkes

1. **Apologies for Absence** – District Councillor Cave & PCSO Amanda Coleman
2. **Declarations of Interest** – There were none
3. **Public Forum** – Mr P McElroy stated that he would like to speak later in the meeting. It was agreed for the meeting to be closed at that point.
4. **Councillor Vacancy** – There had been no expression of interest to date and it was agreed for the vacancy to be advertised again in the LSPN and Ms Nicki Bray would submit a small article regarding the role of a “new” Councillor.

The Chairman welcomed Ms Nicki Bray to the Council.

### 5. **Appointment of Representatives**

RESOLVED that

- (a) The following be appointed as representatives on the bodies as indicated:-  
Recreation Ground Committee– Ms Nicki Bray
6. **Minutes** – The minutes of the meeting held on 15<sup>th</sup> July 2014 were confirmed as a correct record and signed by the Chairman.
7. **Code of Conduct** – The Council adopted the revised Suffolk Code of Conduct, with the amendments adopted in September 2012, at the meeting on 15<sup>th</sup> July 2014. Part 2 Description of categories of Local Non Pecuniary Interests: namely:
  - (a) 2(c) change: *of which you are a member or in a position of general control or management to of which you are a member with a position of general control or management*

- (b) (3) add: *in connection with the work of the Parish Council*

It was noted by the Council that amendment (a) 2 (c) was in the 2014 Suffolk Code of Conduct and that the amendment (b) (3) was all that was required to be added.

### 8. **To Receive Reports from**

**County Councillor’s Report** – Mr James Finch reported that, there was an improvement in GCSE results in Suffolk and is following the direction which was set with the “Raising the Bar” agenda.

The Endeavour Card allows people aged 16-19 to use cashless payments when paying for a single return fare on Ipswich buses and a minimum discount of 25% off

full price adult fares only.

Suffolk County Council fostering and adoption services are joining forces. A new single point of contact is also available for people who wish to care for a child.

In the last year the "Work Inspiration Employer Brokerage Service" had 450 employers volunteer their time to reach 5400 pupils. Due to its success in Sudbury, Mildenhall, Ipswich and Haverhill, the service will be rolled out to other areas.

The Government's Green Deal Home Improvement Fund closed last month after the allocation of £120m ran out in six weeks. After a successful Government bid, £5.7 m has been allocated to the Suffolk Energy Action scheme.

**District Councillors Report** – No report was given.

**Suffolk Constabulary** – In the absence of Amanda Colman PCSO 3260 Georgi Hawkes reported that three crimes, all burglaries, had been reported since the July Meeting. Two were in Thorington Street and one in Nayland Road.

## 9. Highways

- (a) Report from Traffic Working Party and Traffic Works in the Parish – Mrs. Vivienne Klimowicz reported on the Traffic Group meeting with Steve Merry to the Council. Report attached.

Mr James Finch confirmed to the Council that he and David Stiff had written a letter requesting an exception to the rule that prohibited 20mph limits on B-roads in Stoke by Nayland and had been successful. The next stage will be to look at the cost of £25,000.

PCSO Colman had sent in the results of the recent speed gun and speed indicator device used in the Parish. Report attached.

- (b) Car Park Signs in the Parish – Mrs Vivienne Klimowicz confirmed that the group would consist of Gerald Isted, Richard Channon and Julia Stansfield.
- (c) Sand Bin – The Clerk had still not received a quote for the wooden sand bin at the Recreation Ground and the Council gave some more names of contractors to be contacted. It was agreed for the Clerk to contact Highways regarding the locations and quantities of grit/sand for the winter of 2014 for the Parish.

## 10. Footpaths

- (a) Footpath Maintenance – Mr. Alan Shrosbery reported that the footpath cutting and grass cutting had been performed well and suggested a continuation of the contract with K & M Hawes. The Council agreed.

Mr Alan Shrosbery reported that the footpath in Scotland Street by the pumping station was now extremely boggy and there appeared to be a manhole cover under the foliage. It was agreed for Kevin Verlander to be consulted.

- (b) Downs Footpath – Two quotations had been received and Mr. A Sedgwick met with a third contractor who raised the problems on the levelling. The Clerk had written to the Estate and no reply had been received to date. It was agreed for the Clerk to write again requesting that the foliage be cut back and

offering for the Council to arrange a contractor with reimbursement by the estate.

- (c) Proposed Footpath NW of Stoke by Nayland – Mr Adam Sedgwick updated the Council after the work carried out on the 7<sup>th</sup> September. It was agreed that Kevin Verlander should be consulted regarding the feasibility of a path now that the area was clearer.
- (d) Dog Fouling Signs – Mrs Vivienne Klimowicz reported that the new signs had been removed, broken and reinstated. It was noted by the Council that there was a large amount of dog fouling in the Parish and a notice would be put in the Community Newsletter.

Mr Keith Cook reported that, following a letter from the Council regarding the request for a nominated resident to be contacted by Rix Brothers, Norman Robinson would be the contact. Mrs Una Oakes agreed to inform the other contractors who drive machinery from the Angel Inn to the Green of the system being put in place.

**11. Church Graveyard** – Mr. Adam Sedgwick reported that the PCC were considering the Churchyard and the natural area for a new project and would update the Council accordingly.

## **12. Street Lighting**

- (a) To receive an update from the Working Party – Mr Adam Sedgwick gave the Parish Council a summary of the street lighting to date including the questionnaire to the residents and the Lantern project, the data from which would not be available until January 2015.

The Councillors discussed the results of all the questionnaires and surveys in great depth.

At 9.40pm Mr Keith Cook closed the meeting to allow Mr P McElroy to speak.

At 9.45pm Mr Keith Cook re-opened the meeting.

Mr Alan Shrosbery requested that there should be a further period of time for the school children to be educated and to adjust to there being no lighting.

- (b) To consider proposals -
  - (i) Mr Adam Sedgwick proposed that:  
Stoke by Nayland resolves to disconnect all the street lights in the parish, at a cost of £8,985 if done during 2014/15, if practicable with lighting not ceasing before the introduction of Summer Time in 2015 and the financial savings accruing fully for 2015/16.

Details of disconnection and timing are to be worked out with Suffolk County Council and confirmed at the November meeting of the Parish Council.

Stoke by Nayland Parish Council resolves to introduce vehicle speed control measures by the time of street lighting disconnection; and to set up a Working Party to bring forward detailed proposals, with an indicative budget of £5,000.

Stoke by Nayland Parish Council further resolves to make application to the Public Works Loan Board for a loan of up to £15,000 over 25 years to meet the costs of these decisions.

These decisions are to be subject to review if material new evidence becomes available.

- (ii) Mrs Vivienne Klimowicz proposed an amendment that:  
Stoke by Nayland resolves to disconnect all the street lights in the parish, *with the exception of the lights 2, 3 & 16 at Blundens, Blundens Corner and School Street, opposite the Recreation Ground to the end of the churchyard* at a cost of £8,175 plus the cost of upgrading the remaining lights if done during 2014/15, if practicable with lighting not ceasing before the introduction of Summer Time in 2015 and the financial savings accruing fully for 2015/16.

Details of disconnection and timing are to be worked out with Suffolk County Council and confirmed at the November meeting of the Parish Council.

Stoke by Nayland Parish Council further resolves to introduce vehicle speed control measures, by the time of street lighting disconnection; and to set up a Working Party to bring forward detailed proposals, with an indicative budget of £5,000.

Stoke by Nayland Parish Council further resolves to make application to the Public Works Loan Board for a loan of up to £15,000 over 25 years to meet the costs of these decisions.

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The Council voted 3 in favour 4 against on the amendment.

The Council voted 4 in favour and 3 against on the substantive motion.

Motion one was carried.

The Council agreed for A Road Safety Working Party led by Miss I Reece to consist of Ms Nicki Bray, Mrs June Smith and Mrs Vivienne Klimowicz.

At this point Mr Keith Cook tendered his resignation and left the meeting. Mr Alan Shrosbery took the Chair.

Councillors were in unanimous agreement that Mr K Cook should remain as a Councillor and it was agreed to speak to him before the meeting in November.

**13. Parish Council and Recreation Ground –** The Council asked that the Recreation ground request for financial assistance to be included in the budget discussion for the 2015/6 Precept in November.

**14. Welcome Pack Contents –** It was agreed by the Council that only those businesses in the Parish and public services be included in the Welcome Pack.

**15. Community Caretaker Survey 2014** – Prior to the meeting the Clerk had circulated the Community Caretaker Survey to the Councillors. This was completed by the Council.

**16. To Receive Reports from**

**Planning Committee** – Mr. Alan Shrosbery would circulate report to the Councillors.

**Representatives of Other bodies**

- (i) Mrs June Smith reported that the bus timetable had changed.
- (ii) Mrs Vivienne Klimowicz reported that the Recreation Ground would be discussing the future of the Old British legion hut at the next meeting.

**17. Financial Matters**

(a) Invoices

The Council noted that the following had been paid since the last meeting:-

K.Hawes	Grass Cutting	£192.50
K Hawes	Footpath Cutting	£227.50
K. Hawes	Footpath Cutting	£90.00
Signtec	Dog Foul Signs	33.60
TRG Pest Control	Moles on Downs	£30.00
K.Hawes	Grass Cutting	£192.50

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

S. Gray	Salary Aug & Sept 2014	£467.25
S. Gray	Expenses Aug & Sept 2014	£43.22
BDO Stoy	Audit Fee	£240.00
Village Hall	Rental	£25.00

RESOLVED that these accounts be paid.

- (c) Audit- Report from External Auditor – the Responsible Financial Officer reported that BDO Stoy had returned the Audit and confirmed that all was in order and there were no comments.
- (d) Bank account and Authorised Signatures – the Responsible Financial Officer reported that the removal of Mrs Tracey Hayter as signatory following her resignation and a third signatory had been returned by Barclays. It was agreed for Ms Nicki Bray to be a third signatory. The Mandate Change forms were signed.
- (e) Inspection of Assets – It was agreed that the assets would be discussed at the meeting in November.
- (f) Review of Insurance Policy – Mr. A. Shrosbery confirmed that the policy was on a long term agreement and met the Council's needs and had obtained the renewal quotation which is due on 1<sup>st</sup> October 2014. It was agreed for the Clerk to review the office equipment value and the policy would be renewed.
- (g) Section 106 and purchase of bulbs – Mrs Vivienne Klimowicz reported Section 106 could not pay for bulbs but Jo Seymour at Babergh had agreed to pay for the bulbs and have them delivered. Planting of the bulbs would be organised

by the Council. It was agreed for 1000 Tete a Tete bulbs for the greens either side of The Blundens and a 1000 crocus bulbs for the green along Butt Road into Goldenlond.

**18. Community Newsletter** – As nobody had come forward following the request for distribution volunteers in the newsletter, it was agreed to accept Mrs Una Oakes' offer to continue to distribute the magazine to the delivery agents until a more permanent solution could be found.

**19. Clerk's and Chairman's Correspondence** – The Clerk reported the River Stour habitat improvements.

Due to unavoidable commitments, the Clerk felt that she was unable to provide the flexibility of hours that the Council required and would, therefore, resign her post when a new Clerk could be appointed.

It was agreed for the contracted hours to be eight hours a week and Mrs Vivienne Klimowicz would organise the advert and interview process.

**20. Future Meetings & Agenda Items**

Date of next Parish Council meetings:

11<sup>th</sup> November 2014

13<sup>th</sup> January 2015

10<sup>th</sup> March 2015.

The Agenda items:

- Outstanding Issues
- Street Lighting
- Car Park Signs
- Precept Budget 2015/16

**21. Community Newsletter** – Items to be included were:

- Volunteers to deliver the LSPN
- Councillor vacancy
- Street Lighting
- 20mph Speed limit
- Bulb Planting

The meeting closed at 10.45p.m.

Chairman