

STOKE BY NAYLAND PARISH COUNCIL
MINUTES OF THE MEETING HELD 2 MARCH 2021 AT 7.40PM (by Skype)

Present: Stevie Bezencenet – Chairman (SB)
Sean Fry (SF) – Vice-chairman
Adam Sedgwick (AS)
Martin Nielsen (MN)
Vivienne Klimowicz (VK)

Apologies: Rosemary Emeny (RE)

In attendance: James Dark, Parish Clerk (JD), SCC councillor James Finch (JF) (7.40-8.20), BDC councillor Melanie Barrett (MB) (7.40-7.55)

21.3.1 APOLOGIES FOR ABSENCE

21.3.2 DECLARATIONS OF INTEREST IN ANY AGENDA ITEM

None declared.

21.3.3 PUBLIC FORUM

No members of the public were present.

21.3.4 MINUTES

The minutes of the meeting held on 5 January 2021 were approved. (These would be signed at a date agreed by the chairman and clerk).

21.3.5 REPORTS OF/REQUESTS TO SCC & BDC COUNCILLORS

21.3.5.1 District Councillor's report

The written report was noted and oral updates provided.

MB was asked when overgrown vegetation on Crossfields would be attended to. MB said the work should have been carried out and she would raise the issue again.

Action: MB to make a further request to the relevant BDC team to attend to overgrown vegetation on Crossfields.

21.3.5.2 County Councillor's report

The written report was noted and oral updates provided. JF requested that councillors circulate information on Covid testing sites for people who are unable to work at home, and reported that the fire station in Nayland is the nearest site to the parish.

21.3.5.2.1 Highways and traffic

Speed monitoring sites/survey

JF reported that he had sent the proposed speed monitoring sites for potential traffic calming measures to the relevant SCC team and that he would inform the parish council when the survey would take place.

Pot holes

JF reported that he had reiterated the need to repair the pot holes on Butt Road to the relevant team and re-sent the information to them. MN reported a large pot hole before the bridge at Thorington Street. JF said he would raise the matter with the relevant team.

Grit bins

MN reported that grit bins had been filled after the snow had fallen and grit had been spread around the bins when they were filled. JF said he would ask for filling to be carried out before snowfalls and without creating unnecessary mess in future.

The clerk asked JF to clarify the specification of new grit bins provided through SCC. JF asked the clerk to send him a note on where new grit bins would be located and said he would ask the relevant team about specification and colour requirements. He indicated that the parish council should be able to choose whatever grit bins it deems suitable regardless of SCC specification.

Action: Clerk to send JF a note on grit bin requirements.

Other highways matters

MN reported that traffic lights between Thorington St and Higham were in place despite no work being undertaken and asked JF to address the matter. JF said he would report back on why this is and when work would be completed. He asked for such matters to be reported to him before meetings so that he had could take action and report back promptly.

21.3.6 FINANCIAL MATTERS

21.3.6.1 RFO's report

Members received the RFO's report and were satisfied it was a correct record of the parish council's financial position.

21.3.6.2 Orders requested for payment

It was agreed to approve orders totalling £484.45.

21.3.6.3 Review of internal control, financial risk assessment, asset risk assessment and asset register

The statement of internal control was reviewed, approved (it would be signed at a date agreed by chairman and clerk).

The financial risk assessment was reviewed and approved.

The asset register was reviewed and approved.

The asset risk assessment was reviewed and approved.

21.3.7 COMMUNITY ENGAGEMENT/COVID-19

SB reported that discussions were continuing about local foodbank arrangements.

AS reported that Leavenheath Village Hall had invested in a fogger that perhaps could be available for hire by external organisations and so be useful in preparing for indoor meetings in Stoke as and when they resume.

It was agreed that placing a copy of the LSPN on the parish council website each month would be a useful source of information for parishioners.

Action: Clerk to request PDF copies from the LSPN publisher.

21.3.8 NEIGHBOURHOOD PLAN

SB reported that Tendring Hall Estate will participate in meetings of the Neighbourhood Plan Group.

VK reported that the Neighbourhood Plan Group required a resource for safe storage of documents and evidence and that the NHG chairman anticipated making a formal request for a small amount of funding to the parish council.

21.3.9 COUNCILLORS' AND CLERK'S REPORTS

21.3.9.1 Meeting arrangements

The clerk reported that legislation allowing remote meetings will end in May and that SALC had advised that the government is not considering extending the legislation at this time. This would mean arrangements for physical meetings would need to be made following the scheduled May parish council meeting and also for the Annual Parish Meeting. It was agreed that arrangements would be considered further at the May meeting in view of the situation at that time.

21.3.9.2 Planning committee

No report was made as all members present also attended the committee.

SF reminded the meeting that protected species had been identified on the Clipt Bush Corner Orchard site which would need to be considered if the landowner took forward plans for development.

Action: SF to contact BDC inquiring if consideration should be given to confirming whether trees on the site are endangered and potentially preserving the site as an orchard.

Following discussion at the planning committee it was confirmed that an extraordinary meeting would be held on 6 April to consider approval and funding for Quiet Lane Designation.

21.3.9.3 Roadside advertising

In view of MN's report to the January meeting on estate agents placing signs on roadside land away from the property being marketed. It was agreed that a clause should be added to the policy clearly covering this activity.

Action: MN to draft a clause for consideration at the May meeting.

21.3.9.4 Recreation Ground

AS reported that maintenance works to the Recreation Ground had been delayed by Covid considerations but are expected to get underway in the near future.

21.3.10 CLERK AND CHAIRMAN'S CORRESPONDENCE

The clerk reported on a letter from a parishioner suggesting that a community energy scheme could be considered for the parish. It was agreed that this was not a project the parish council could help facilitate or consider at this time.

21.3.11 ITEMS FOR REPORT IN COMMUNITY NEWSLETTER

- Thankyou to Isabelle Reece for service including time as chairman
- Coronavirus testing centres for people unable to work at home
- New councillors
- Speedwatch volunteers
- Pot holes; damage to public rights of way and verges

21.3.12 OUTSTANDING ISSUES/FUTURE AGENDA ITEMS

21.3.12.1

MN reported that Scotland Place Farm tenants had asked to make a presentation to the parish council on plans for land management including improved fencing and hedging.

Action: It was agreed that MN should ask the tenants to make a presentation to the May meeting.

21.3.12.2 Future agenda items

- Annual Parish Meeting
- Grit bin specification and potential installation on former grit heap sites
- Neighbourhood Plan
- GDPR
- Speed monitoring sites
- Thorington St Conservation Area appraisal
- Vegetation maintenance on Crossfields
- Boxted Mill Bridge works

21.3.13 DATE OF NEXT MEETING

Tuesday 6 April 2021 at 8.00pm – venue TBC (extraordinary meeting to consider Quiet Lanes)

The chairman closed the meeting at 9.20pm.