

**STOKE BY NAYLAND PARISH COUNCIL**  
**MINUTES OF THE MEETING HELD 5 JANUARY 2021 AT 7.30PM (by Skype)**

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

**Apologies:** Isabelle Reece (IR)

**In attendance:** James Dark, Parish Clerk (JD), SCC councillor James Finch (JF) (7.30-8.20), BDC councillor Melanie Barrett (MB) (7.30-8.05)

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**21.1.1 APOLOGIES FOR ABSENCE**

In line with the decision at the September meeting, the parish council considered IR's absence. The reasons for IR's absence during the Covid pandemic and her contribution to the council over many years were noted. Councillors expressed their hope that she could begin attending meetings again from March or suggest other ways of being involved. It was agreed that the parish council would approve IR's absence until the March meeting and consider the position again at that meeting if IR is unable to attend.

**Action:** SB and the Clerk to write to IR asking her to consider when she may be able to start contributing to council business again.

**21.1.2 DECLARATIONS OF INTEREST IN ANY AGENDA ITEM**

None declared.

**21.1.3 PUBLIC FORUM**

No members of the public were present.

**21.1.4 MINUTES**

The minutes of the meeting held on 3 November 2020 were approved. (These would be signed at a date agreed by the Chairman and Clerk). Actions from the minutes were reviewed. The following items remain outstanding.

•**Overhanging vegetation Crossfields:** MB said she had received pictures from RE and would raise the issue again with an officer.

•**Speed survey sites to assess the need for potential speed hump installation:** It was noted that SCC had proposed the locations should be the four sites used for a previous survey. JF advised that officers' opinion was that there would be little benefit from additional survey sites and that lockdown was not a representative time for surveys to be carried out. He further advised that SCC's position is that there should be lighting at the corner points of speed cushions, but he acknowledged that this need may be debatable in a 20mph zone.

**Action:** AS, VK and SF to meet to discuss the number and locations of survey sites and produce a map showing proposals to be considered at the May parish council meeting.

•**20mph zone:** It was noted that SCC had agreed to install 20mph roundels at locations requested but the work had been delayed.

•**Electronic banking:** SB, MN and AS reported that engaging with the bank had not been straightforward. They would continue to pursue registration with SF providing any assistance required.

## **21.1.5 REPORTS OF/REQUESTS TO SCC & BDC COUNCILLORS**

### **21.1.5.1 District Councillor's report**

The written report was noted and oral updates provided.

**Action:** MB to investigate whether parishioners can report environmental issues confidentially.

### **21.1.5.2 County Councillor's report**

The oral report was noted. JF reported that consideration was being given to use of the Stoke by Nayland Club as a centre for vaccination against Covid-19. VK reminded him that this would not negate the need for home vaccinations for some members of the community.

JF reported that he had allocated funding to the three benefices in his division to support foodbanks. He asked councillors to make any parishioners in need aware of the local arrangements. It was noted that Rev. Mark Woodrow would be leaving his post shortly. The parish council thanked him for his work.

## **21.1.6 FINANCIAL MATTERS**

### **21.1.6.1 RFO's report**

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

### **21.1.6.2 Orders requested for payment**

It was agreed to approve orders totalling £1,093.24, plus a loan repayment of £278.47 to the PWLB.

### **21.1.6.3 2021-22 budget and precept**

It was agreed to approve the final budget proposal for 2021-22 which featured a small number of changes from the draft proposal presented in November including £400 for a defibrillator and allocation of 66% of BAU expenditure for general reserves. Therefore the BAU budget for 2021-22 was set at £10,028 with a further £17,300 allocated as reserves for projects, some of which are anticipated to be delivered beyond 2021-22.

It was noted that the council tax base had now been received from BDC. This meant that the £13,300 precept agreed in November would amount to a 1.37%<sup>1</sup> rise in council tax payments per household, which would appear on council tax bills.

## **21.1.7 COMMUNITY ENGAGEMENT/COVID-19**

**Action:** SB said she would contact the shop to understand progress on a potential foodbank.

## **21.1.8 NEIGHBOURHOOD PLAN**

SB reported that the Landscape Appraisal had been removed from the parish council website pending amendments which would be agreed with Tendring Hall Estate. It was noted that the estate had not shared information on woodland management plans before the report had been published indicating a need for more effective two-way engagement. It was agreed that the Tendring Hall Estate should be invited to present their plans for estate management and development at the next Annual Parish Meeting when it is possible to hold one.

AS reported that he would continue engaging with Locality to understand funding available for consultancy relating to forthcoming Neighbourhood Plan work, potentially including assessments of potential sites for development in the Landscape Appraisal. Engagement would also take place with local landowners to gauge their opinion of the potential sites.

It was noted that the Butt Road site which had been included in the BDC Local Plan was now designated as within the built-up area of Stoke village with consequences for development control that could be exerted through the Neighbourhood Plan.

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<sup>1</sup> 1.89% following BDC's circulation of an updated council tax base after the meeting

**Action:** It was agreed that the NHP Group should ask Tendring Hall Estate for a meeting to determine their views on this designation and potential action. This meeting should also extend to discussion on all potential development sites on estate land with similar meetings considered with other relevant landowners.

It was noted that Hastoe would be consulting shortly on its proposal for development on land off Goldenlonds and would be placing an article in the LSPN. The same article would appear on the parish council website.

## **21.1.9 COUNCILLORS' AND CLERK'S REPORTS**

### **21.1.9.1 Planning committee**

The Chairman reported on the decisions at the meeting which preceded the full parish council meeting. Full details are in the planning committee minutes.

### **21.1.9.2 Recreation Ground**

RE reported that she would be discussing the possibility of closing the play area with other Recreation Ground Management Committee members to assist compliance with social distancing. Councillors acknowledged the paramount importance of supporting social distancing but requested that RE and RGMC colleagues also consider whether heightened lockdown restrictions may resolve any non-compliance, and take account of the need for people to exercise.

VK reported that the grit bin needed to be filled.

**Action:** Clerk to report the need to restock the grit to SCC, request that all grit bins in the parish are stocked and request the grit bin filling schedule.

SB reported a complaint from a resident over the siting of a new bin at the entrance to the Recreation Ground in addition to the old bin. It was noted that the parish council had supplied the new bin to the RGMC on the basis that it would replace the old one.

**Action:** SB to request that the RGMC Chairman remove the old bin and replace it with the new one.

### **21.1.9.3 Roadside advertising**

MN reported that a company had asked a resident to place signs on private land after being asked to remove signs that did not comply with the parish council's roadside advertising policy. The resident had now rescinded her permission. It was agreed that a further discussion should take place at the March meeting and that this episode could indicate a need to strengthen the policy when it is reviewed at the parish council's annual meeting in May.

## **21.1.10 CLERK AND CHAIRMAN'S CORRESPONDENCE**

The Clerk reported that a parishioner had suggested that installation of an electric car charging point be considered on the Recreation Ground as part of longer term planning. It was considered that it was not practical to plan for this at the current time as there is no electricity on the Recreation Ground, it is unclear what Government grants will be available in the future, and local businesses would be likely to install their own charging points, making demand for a facility on the Recreation Ground unclear. Councillors' view was that this matter could be re-visited in the future with the RGMC as clarity on these matters emerges.

The Clerk reported that a parishioner had reported that a post in the footpath gap in the churchyard had fallen. It was noted that maintenance of this post is the responsibility of SCC and its absence could enable small cars to use the path as a cut across. AS had reported the matter to SCC some time ago. VK observed that the path was becoming narrower due to insufficient maintenance.

**Action:** It was agreed that the footpath alongside the church should be placed on the agenda for the March meeting for discussion with JF.

### **21.1.11 ITEMS FOR REPORT IN COMMUNITY NEWSLETTER**

- Design panel
- Foodbanks
- Hastoe development consultation
- Precept – no raise in the amount but the amount per household will rise 1.3%

### **21.1.12 OUTSTANDING ISSUES/FUTURE AGENDA ITEMS**

#### **21.1.12.1 Pot holes on Butt Road**

RE reported that the situation had deteriorated causing drivers to take action to avoid poor road condition. VK reported that there are 40 patches in a stretch of less than 100m.

**Action:** SB to photograph the potholes and report the matter on the SCC website.

#### **21.1.12.2 The Cottage, School Street**

SF reported that a gate at The Cottage, School Street had been removed without listed building consent.

**Action:** Clerk to report the matter to BDC's enforcement team.

#### **21.1.12.3 Future agenda items**

- Annual Parish Meeting
- Roadside advertising
- Footpath by the churchyard
- Pot holes on Butt road
- Neighbourhood Plan
- GDPR
- Speed monitoring
- Recreation Ground
- Thorington St Conservation Area appraisal
- Vegetation maintenance on Crossfields
- Boxted Mill Bridge works

### **21.1.13 DATE OF NEXT MEETING**

Tuesday 2 March 2021 at 7.30pm – venue TBC.

The Chairman closed the meeting at 9.30pm.