

STOKE BY NAYLAND PARISH COUNCIL

Minutes of the Meeting of the Council held on Tuesday 11th November 2014

Present: Mrs. V. Klimowicz, Mrs. U. Oakes, Miss I. Reece, Mr. A. Sedgwick & Mrs. J. Smith.

Also in attendance: County Councillor Mr. James Finch, District Councillor Mr. Richard Cave, Mrs S Gray (Clerk), P McElroy, G McElroy, S Bezencemet, M Nielsen, P Cooper, V Wallace, J Wallace, R Cann, C Boggis, B Boggis, K Cansdale, P Harvey, M. Woodgate, J Arkell, J Booman, C Price, G Oliver, J Wilson, J Aldir, J Bloomfield, J. Wood, N. Warren-Thomas, S. Warren-Thomas

1. Election of Chairman

In the absence of a Chairman and Vice-Chair the Clerk asked for the proposal of a Chairman for the meeting. Mr Adam Sedgwick proposed Mrs. Vivienne Klimowicz, seconded by Miss Isabelle Reece; all in favour.

The Acceptance of Office for the duration of the meeting was signed.

The Chairman asked for a resolution to be passed to exclude the public from the meeting at Agenda items 5 and 12 due to the confidential nature of the business; all in favour.

The Chairman stated that the standing Orders specify that a meeting should not last more than 2.5 hours and in view of the number of Agenda items any business not transacted by 10.00pm would be discussed at a later meeting.

The Council agreed to discuss Agenda item 11 immediately after Agenda item 4. It was also agreed for the Council to discuss Agenda items 5 and 12 following item 11.

2. Apologies for Absence – Ms N. Bray, Mr A. Shrosbery, PCSO Amanda Coleman

3. Declarations of Interest – There were none

4. (Agenda item 6) Minutes – The minutes of the meeting held on 9th September 2014, with the amendment of “at a cost of £8175 plus the cost of upgrading the remaining lights..” at item 12 B (ii), were confirmed as a correct record and signed by the Chairman.

5. (Agenda item 4) Public Forum

The Clerk was presented with a petition and evidence from Parishioners regarding the Council’s decision in September to disconnect the street lights in the Parish.

The Chairman invited the members of the public to speak. The public voiced their concerns regarding the proposed removal of street lighting, such as, when walking from one end of the village to the other at night, particularly considering the lack of pavements and the presence of pot holes. The Council were also asked about the full cost of the disconnection and whether more than one firm had been contacted for quotations.

The Council noted the petition and concerns of the Parishioners and also provided information as to why Suffolk County Council was the contractor and the breakdown of their costs.

Mr McElroy informed the Council that the Monitoring Officer at Babergh had told him that, once a petition had been presented to the Council the proceedings of a decision had to be stopped pending review. The Clerk advised the Council that this was the case for District Council decisions but did not know if it applied to Parish Councils. District Councillor Richard Cave said that it applied to Parish Councils if it was in their Standing Orders. The Clerk confirmed that the Standing Orders for Stoke by Nayland do not provide for such a procedure.

6. (Agenda item 11) Street Lighting & Public Loans Board Application

The Clerk advised the Council of the options available to the Council in view of the petition and concerns raised.

Mr A Sedgwick proposed a motion: Consequential on the decision made at the Parish Council meeting on 9th September 2014 the Clerk should write the following to Suffolk County Council:

Please arrange to remove the fuses from all the street lights in Stoke by Nayland parish as soon as possible after Sunday 29 March 2015, and permanently disconnect them as soon as practicable thereafter. Please remove the street lighting equipment except for the lamp standards for lights No.s 5 & 6 (the "decorative units"), which should be left in place for possible removal and sale or relocation on private property

Four in favour: Mr A Sedgwick, Miss I Reece, Mrs J Smith and Mrs U Oakes. One against: Mrs V Klimowicz.

The Council agreed that the petition and concerns of the parishioners presented would be fully discussed by the Council at their meeting on 20th January 2015 when any other material would be considered, in line with the decision made at the previous meeting. This would allow the Councillors to fully study the concerns raised.

Mr Adam Sedgwick presented to the Council the amounts required for the disconnection of the lights and the amount the Council needed to borrow and the interest charges from the Public Works Loans Board. It was noted by the Council that proceeding with the application for authority to borrow would not legally commit the Council to a loan at this stage.

The Clerk advised Councillors that information required to discuss an Agenda item fully should be distributed with the Agenda.

Mr Adam Sedgwick proposed a motion for the Council to apply for permission to borrow £8985 for up to 25 years for the disconnection of street lights as per the decision made by the Parish Council at the meeting on 9th September 2014.

Four in favour: Mr A Sedgwick, Miss I Reece, Mrs J Smith and Mrs U Oakes. One against: Mrs V Klimowicz.

The Clerk would meet with Mr A Sedgwick to proceed with the application.

7. (Agenda item 5) Councillor Vacancy

The Council asked the Clerk to notify Babergh that, following the resignation of Mr K Cook, as Councillor, Stoke by Nayland now had a Councillor vacancy and would like to co-opt. The vacancy would be advertised.

At this point the Public were asked to leave the meeting.

Three Parishioners had put their names forward to be considered for co-option: Miss S Bezencenet, Mr. J Bloomfield, & Mr. M Nielsen. Councillors interviewed all candidates and agreed to co-opt Mr. J Bloomfield. It was agreed for the Clerk to arrange the signing of the Declaration of Office and completion of the Register of Interests with Mr. J Bloomfield.

8. (Agenda Item 12) Appointment of Clerk, Responsible Financial Officer and Clerk's Contract – Following interviews, Mr Adam Sedgwick and Mrs Vivienne Klimowicz asked the Council to appoint Mrs Anita Robinson as Clerk and Responsible Financial Officer to Stoke by Nayland on scale SCP18 with £10 a month for use of home for Council purposes. The Council were in favour and approved the appointment and a letter of offer to be sent by the Clerk.

At this point the Public were invited back to the meeting.

9. (Agenda Item 7) To Receive Reports from:

County Councillor's Report – Mr James Finch had circulated his report to the Council prior to the meeting and reported news of the success of the Suffolk Skills Show. The newly awarded Government grant of £5million will increase the number of shared bases in Suffolk of fire, police and ambulance services.

In relation to broadband, Suffolk County Council has agreed to a new £10 million contribution to phase two of the plan for high speed broadband across Suffolk and that Suffolk were the first County in the Country to sign the procurement contract with BT.

Leaflets were given to Councillors for Suffolk's Adoption week.

District Councillors Report – Mr Richard Cave reported that the Community Infrastructure Levy would be in place in April 2015. It would work alongside the Section 106 Agreement. Mr A Sedgwick asked if the Section 106 was being replaced by the Levy. Mr Richard Cave confirmed that it seemed likely that Section 106 would be phased out over time.

Babergh District Council and Mid Suffolk were reviewing their individual premises and how they can deliver their services in the future. The agreed proposal, of a head office in Ipswich and hub offices around the two districts, was now open for Public Consultation.

Suffolk Constabulary – In the absence of PCSO 3260 Amanda Colman, the Clerk informed the meeting that there had been no reported crimes in the Parish since the 9th September 2014. A Cycle training event was held on 27th October 2014 with seven children participating.

10. (Agenda Item 8)Highways

- (a) Report from Traffic Working Party and Traffic Works in the Parish – Mrs. Vivienne Klimowicz reported that she had spoken to Steve Merry and that the

proposed works that were cancelled were due to there being no guarantee of completion of all work including kerbing and, therefore, insufficient time was allowed for road closure. The works would proceed in February.

- (b) Car Park Signs in the Parish – Mrs Vivienne Klimowicz reported that the Village Hall, Recreation Ground and PCC were working with the Parish Council to purchase cones and signs. The Council would be updated at the meeting in January
- (c) Sand Bin – The Clerk had received a quote for the wooden sand bin at the Recreation Ground for £150.00. The Council agreed to the purchase.
- (d) Grit/Sand Deliveries in the Parish – Ms Nicki Bray requested a Grit/Sand Bin to be placed on the grass next to number 18 Crossfields, at the bottom. The Council agreed to the purchase of a wooden Sand Bin as per the Recreation Ground quotation.
- (e) Clipt Bush Corner – The Council questioned whether there was any further need for the parking area and favoured having the area grassed over with the “dragons teeth” removed. It was agreed for Mrs Vivienne Klimowicz to speak to residents nearby.
- (f) 20mph Limit Update – Mrs Vivienne Klimowicz reported that James Finch had explained - “Design work had started on the introduction of the first 20mph speed limit that has been agreed as an exemption to the SCC POLICY-Stoke by Nayland. It is anticipated it will take 6 months or more to implement as it will need to go through consultation and legal process”.
- (g) Posts to Village Signs – The Clerk had reported the damage to the posts to Suffolk Highways. It was agreed for the Clerk to report the damage again.

11. Footpaths

- (a) Footpath Maintenance – There was nothing to report
- (b) Downs Footpath – The Clerk had written a second letter to the Estate requesting the vegetation be cut. No reply had been received. It was agreed that the Clerk should write a third letter and it be hand delivered to the Estate Office. Mr Adam Sedgwick had spoken to Kevin Verlander regarding the legal obligation of the Estate as an adjoining landowner to cut the vegetation by the Public Rights of Way. Suffolk County Council Lawyers were being consulted. With regard to installing a handrail for 20-30 metres at the village end of the path by the roadside, Suffolk County Council Highways would need to be consulted.
- (c) Proposed Footpath NW of Stoke by Nayland – Mr Adam Sedgwick updated the Council after meeting with Kevin Verlander and Steve Merry on site and it was agreed a footpath between the fence and carriageway was feasible. Quotations for cutting the vegetation were needed and the Council agreed for these to be obtained. Steve Merry commented that Plough Lane would be suitable as one of the “Quiet Lanes” in Suffolk.

12. Financial and Audit Matters

(a) Invoices

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

K.Hawes	Grass Cutting(Sept)	£192.50
M.J. Hawes	Grass Cutting (Oct)	£192.50
K. Hawes	Grass Cutting (Nov)	£192.50
Getmapping	Online Sub	£33.60
Business Service	Parish Council Insurance	£467.25

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

S. Gray	Salary Oct & Nov 2014	£467.25
S. Gray	Expenses Oct & Nov 2014	£48.36
Village Hall	Rental	£25.00

RESOLVED that these accounts be paid.

(c) Bank account and Authorised Signatures – the Responsible Financial Officer reported that Mrs June Smith had gone to the Colchester branch of Barclays in order to clarify the signatories on the account. The bank has the signatories as Ms Nicki Bray, Mrs Vivienne Klimowicz and Mrs Sandra Gray. It was noted by the Council that Mrs Sandra Gray has never been authorised by the Council as a signatory. It was agreed for Mrs. June Smith to be added again and re submit her personal details form to Barclays. The Mandate Change forms were signed.

(d) Budget/Precept 2015/16. The Councillors discussed the Budget/precept 2015/16 and the Responsible Financial Officer confirmed that, until the Tax Base was issued, the Council could not confirm the Precept.

The Council agreed to set up a Financial Working Party to examine the long term expenditure required by the Council. All Councillors were invited. Mr Adam Sedgwick agreed to convene the first meeting.

It was agreed that the Precept would be an Agenda item and agreed at the meeting in January 2015

(e) Recreation Ground Donation – This would be discussed at the meeting in January 2015.

(f) Donations and Section 13 – These would be discussed at the meeting in January 2015

(g) Transparency Code This was noted by the Council

(h) AONB Project Request – This would be discussed at the meeting in January 2015

13. Church Clock

The Clerk provided the Council with information from SALC that Parish councils are able to repair clocks in church towers where they are clocks which are visible to the public and can be deemed to be 'public clocks' (Parish Councils Act 1957) s.2. This does not create an obligation on the Council to repair a church clock. The Council

asked the Clerk to pursue clarification as it was felt that SALC had not provided adequate advice.

14. Churchyard and Wildlife area

Mr Adam Sedgwick had circulated a report on behalf of the Parochial Church Council to Councillors prior to the meeting and gave details of the proposed areas to be cut. The areas with older graves would be cut less frequently while areas with more recent graves would be kept cut.

A possible proposal for moving a churchyard path onto Church Lane was raised and it was noted by the council that ownership of Church Lane was not known.

15. Village Lock Up

Mr Adam Sedgwick reported to the Council that he obtained one quote for the work required and a second would be available at the next meeting. It was noted that the Lock up was not a Listed Building yet the Maltings is Grade II and the Church Grade I. It was agreed, therefore, that the Lock up should be treated as Listed. This would be discussed fully at the meeting in January 2015.

16. To Receive Reports from

Planning Committee – A report from the Planning Committee meeting would be circulated to Councillors by email after the meeting

Representatives of Other bodies- There were none due to shortage of time.

17. Outstanding Issues

There were none

18. Community Newsletter – It was agreed for Mrs Vivienne Klimowicz to draft the highlights of the meeting for the LSPN

19. Clerk's and Chairman's Correspondence – the Chairman reported a thousand crocus bulbs had been planted by the school children at the entrance to Goldenlond a volunteers at Blundens Corner and a thousand daffodil bulbs had been planted by 12 volunteers at the entrance to The Blundens.

The Chairman had attended a meeting organised by James Finch for representatives of Parish Councils within his division to share practice and identify common issues.

Highways and the LSPN Community Newsletter were discussed briefly and it was agreed for the LSPN to be an Agenda item in January.

The Clerk advised the Council to consider a Neighbourhood Plan and this would be a future Agenda item

20. Future Meetings & Agenda Items

20th January 2015

10th March 2015.

The Agenda items for the January meeting:

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

- LSPN
- Neighbourhood Plan
- Date of 2015 Parish Council meetings
- Annual Parish Meeting &
Annual General Meeting

The meeting closed at 10.10 p.m.

Date

Chairman