



STRATFORD ST MARY PARISH COUNCIL

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Chairman

Roger Barrell

**Meeting to be held on Monday 11th of March 2024, at the Village Institute
Higham Road commencing at 1930hrs**

5th of March 2024

To whom it may concern

The Meeting of Stratford St Mary Parish Council will be held on **Monday 11th March 2024**, at the Village Institute Higham Road commencing at 1930hrs.

The public and press are invited to attend.

AGENDA

01.03.24 Present and apologies for absence.

02.03.24 To accept members declarations of interest in accordance with the Council's code of Conduct.

03.03.24 To approve Minutes of the Parish Council Meeting held on 8th January 2024

04.03.24 To discuss if the PC has received any applications to fill the 3 vacancies on the Parish Council

05.03.24 Public Forum and receive reports from the District and County Councillor

- To receive reports from and ask questions to County Councillor and District Councillor.
- To permit public participation to make statements or ask questions. This will be limited to a 30 minute session with a 5 minute limit per person. **Residents** – If you wish to speak, regarding any matter on the agenda or otherwise, you have the right to do so during the Public Discussion. This is your only opportunity to speak during the meeting unless you are invited to contribute by the Chairman. If you wish to leave the meeting after this section, please feel free to do so.

06.03.24 Proposal of a 30mph zone on the B1029 to Dedham
Discuss

07.03.24 Grass cutting
To discuss what can be done in between Babergh cutting the grass to keep the village looking

tidier. Update on options and quotes for interim cuts.

08.03.24 Planning Applications

Discuss any planning applications that have been received:

APPLICATION FOR PLANNING PERMISSION - DC/23/05817

Proposal: Householder Application - Conversion and extension of existing garage to an annexe

Location: Bay House, Lower Street, Stratford St Mary, Colchester Suffolk CO7 6JS

Extension for comments granted until the 15.03.24

APPLICATION FOR LISTED BUILDING CONSENT - DC/24/00782

Proposal: Application for Listed Building Consent - Repairs to roof of side lean-to extension.

Location: Gatemans, Upper Street, Stratford St Mary, CO7 6JH

Extension for comments granted until the 13.03.24

Discuss having a Sub Committee on the PC for Planning Applications.

09.03.24 Chairmans comments

10.03.24 Correspondence and Clerks Report

16.02.23 - A resignation email has been received from Gareth Francis.

Q3 Cleansing grant of £338.65 has been received from Babergh. Going forward Babergh has advised that this will be payment will be processed every 6 months.

11.03.24 Dog fouling

3 lamppost signs have been purchased - we need to decide on placement for the dog fouling signs and how long they will remain until we relocate them.

Ideas for educating the village on dog fouling - proposal for graphic signs with QR codes on them, update to be received on costs for this.

12.03.24 Finance

- (1) To approve the expenditure since the last meeting and to receive a financial report from the RFO including balances at bank. To sign report to clarify as correct.
- (2) Monthly cashflow analysis against agreed Precept.
- (3) Monthly cashflow reserves.
- (4) Changing bank accounts - bank signature and electronic sign off – update to be received from the Clerk.
- (5) To discuss and agree the budget – Clerk has circulated a revised copy of the budget before the meeting.

13.03.24 Earmark Reserves

Update to be received from Cllr D Robinson.

14.03.24 The River Garden

Update on the installation of the bollard in front of the gate at the River Garden. Quote received from Blands of £145.44 including VAT to get the noticeboard turned – Cllrs to discuss and agree expenditure.

15.03.24 Purchase of new noticeboards

Expenditure at the last meeting was agreed at £1050 plus VAT x 2. The order for the Noticeboards was placed and with p&p totalled £2680.19. The Chairman granted the extra expenditure under emergency provisions.

16.03.24 ETRO's / TRO Lower Street – Double yellow lines

Update on quote to be received.

- 17.03.24 To consider the purchase of a new speed sign for the village**
Update to be received from Cllr D Robinson.
- 18.04.24 Electric Pylons campaign**
To receive any updates
- 19.03.24 Footpaths**
Anchor footpath – Update on reinstatement of public footpath sign.
- 20.03.24 Village Institute and Institute Committee**
Discuss a new representative for the PC for the Village Institute Committee.
Play area maintenance and zipwire in play area – Cllr D Robinson to give update on quotes for repairs/maintenance.
Update on cost for 'no dogs' sign for play area from Cllr G Robinson.
- 21.03.24 Scheduled Councillor walks / Village works action plan**
Update to be given.
- 22.03.24 Promotion of the Parish Council**
Cllr G Robinson to give an update on ideas for this.
- 23.03.24 Asset Register review**
Asset register to be approved – Cllr D Robinson re-circulated before the meeting.
- 24.03.24 Purchase of new maintenance equipment**
Update on quotes for the purchase of trimmer and hedge trimmer for maintenance of common Areas.
- 25.03.24 Parish Council Activities in the Community**
Update to be received on the overgrown tree affecting lamppost, due to be repainted, on corner of School Lane and Upper Street.
- 26.03.24 CIL (Community Infrastructure Levy)**
To agree CIL report for year 2023-2024 and sign as correct
- 27.03.24 Internal Audit**
To agree to appoint Julie Lawes to carry out the internal audit for year end March 2024.
- 28.03.24 Grounds Maintenance**
To agree to renew contract with Vertas for the grass cutting for the Village Institute playing field.
- 29.03.24 Weir Bridge**
No authority claims responsibility for the bridge despite repairs being undertaken a couple of years ago. Should the council continue to investigate its ownership, and how, or should the PC assume responsibility for it and commission additions of a non-slip surface and low-level fencing.
- 30.03.24 Refurbishment of the Village sign**
Discuss if any work is required – Cllr D Robinson.
- 31.03.24 Annual Parish Meeting**
Agree agenda and agree the distribution of the notices for the APM by the Quartet delivery man Dave Leach at a cost of £10.
- 32.03.24 Neighbourhood Watch signs**
To discuss whether to replace or remove signs
- 33.03.24 Matters to be brought to the attention of the Council**
To agree items for next agenda

34.03.24 Confirm the date of the 13th May 2024 at 1930hrs for the next Parish Council meeting