



# STRATFORD ST MARY PARISH COUNCIL

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## Chairman

Roger Barrell

# AGENDA

6<sup>th</sup> of November 2023

To whom it may concern

The Meeting of Stratford St Mary Parish Council will be held on **Monday 13<sup>th</sup> November 2023**, at the Village Institute Higham Road commencing at 7.30pm.

**The public and press are cordially invited to attend**

**01.11.23 Present and apologies for absence.**

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

**03.11.23 To approve Minutes of the Parish Council Meeting held on 18<sup>th</sup> September 2023 and the Extraordinary Meeting held on the 13<sup>th</sup> October 2023.**

**04.11.23 To discuss if the PC has received any applications to fill the 1 vacancy on the Parish Council**

**05.11.23 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.

**06.11.23 Grass cutting**

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

**07.11.23 Planning Applications**

**Application for listed building consent – DC/23/05057**

**Proposal:** Application for Listed Building Consent. Repairs to roof of side lean-to: remove existing tiles, make sundry repairs, re-roof using recoverable existing tiles and matching reclaimed tiles.

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

**08.11.23 Suffolk County Council's Community Self Help Scheme**

To propose that we register for Suffolk County Council's Community Self Help Scheme and nominate at least two councillors (or others) to undertake supervisor training. We should request PPI equipment in readiness. Also to start to consider who we should contact to encourage volunteering, and how. A list of works is already under way to be held centrally, to enable planning of required works.

**09.11.23 Police/Neighbourhood Watch Report**

Proposal to remove Neighbourhood Watch from the Parish Council's responsibilities.

**10.11.23 Chairman's Comments**

**11.11.23 Correspondence and Clerks Report**

Renewal received from Clerks and Councils Direct for annual subscription to Local Councils update of £88. To be discussed

VAT return has been done.

**12.11.23 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) Update on what reserves could be earmarked for.
- (5) Changing bank accounts - bank signature and electronic sign off – to be discussed.
- (6) Review External Audit report
- (7) Precept for 24-25 to be discussed

**13.11.23 The River Garden**

Discuss reworking the pedestrian access to the site, the siting of the regulations board, the rewording of the site regs – update.

**14.11.23 Noticeboards**

Update on renovation of the parish noticeboards

**15.11.23 ETRO's / TRO Lower Street – Double yellow lines**

Any updates received.

**16.11.23 Milestone**

Cllr D Robinson would like expenditure authorised on paint and materials to the sum of £60 (Hammerite £15 x 2, Thinners £15, £15 for sandpaper, brushes, cloths etc)

**17.11.23 To consider the purchase of a new speed sign for the village**

Update to be given.

**18.11.23 Electric Pylons campaign**

To receive any updates

**19.11.23 Footpaths**

Langham Hall update.

Black Horse footpath overgrown vegetation – update.

Anchor footpath update.

#### **20.11.23 Village Institute and Institute Committee**

Discuss who will be the Parish Council representative for the Institute Committee and any updates.

Discuss quotes obtained for the repairs to the play area fence in connection with handing over responsibility. Quotes are as follows:

This was for: Repairing the fencing which is wobbly, replace rotten gravel boards to keep the chippings in, a new basic bench, painted, and painting the gate.

- 1) Chris Cousins - £920 - includes 3 x half round posts and 8 additional posts
- 2) Down Roots Maintenance - £1113.74 - 2 x half round posts and 9 additional posts
- 3) Greenways £940 + VAT - 3 Half round posts and 10 additional posts

Also purchase of a No dog sign to be discussed.

#### **21.11.23 Promotion of the Parish Council**

Discuss promoting the Parish Councils role in the community.

#### **22.11.23 Asset Register review**

Update has been done for bin count – review and approval required.

#### **23.11.23 Purchase of new maintenance equipment**

Discuss purchase of trimmer and hedge trimmer for maintenance of common areas

#### **24.11.23 Replacement Dog Bins**

Update to be given. Agreed at the last meeting for maximum expenditure of £250 for 2 bins.

#### **25.11.23 General Privacy Policy**

Discuss adopting this policy.

#### **26.11.23 SAR Policy**

Discuss adopting this policy.

#### **27.11.23 Parish Council Activities in the Community**

Updates to be received.

#### **28.11.23 Christmas tree for the Church tree festival**

Discuss if the PC would like to enter a tree.

#### **29.11.23 Re painting of lampposts**

Any updates received.

#### **30.11.23 Matters to be brought to the attention of the Council**

To agree items for next agenda

#### **31.11.23 Confirm the date of the 8<sup>th</sup> January 2024 at 1930hrs for the next Parish Council meeting**