



STRATFORD ST MARY PARISH COUNCIL

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Chairman

Bill Davies

Clerk to Parish Council

Faye Hall

9th of May 2023

To whom it may concern

The Annual General Meeting of Stratford St Mary Parish Council will be held on **Monday 15th May 2023**, at the Village Institute Higham Road commencing at 7.30pm.

The public and press are cordially invited to attend

AGENDA

01.05.23 To elect a Chairman.

02.05.23 Present and apologies for absence.

03.05.23 Declarations of interest and dispensations:

- (1) to receive declarations of interest from councillors on items on the agenda.
- (2) receive written requests for dispensations for disclosable pecuniary interests (if any).
- (3) grant any requests for dispensations as appropriate.

04.05.23 To approve Minutes of the Parish Council Meeting held on 13th March 2023 and the Extraordinary Meeting held on the 27th April 2023.

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

06.05.23 Election of Officers

- (1) Vice Chairman
- (2) Institute Representative
- (3) Emergency Planning
- (4) Footpaths Representative
- (5) Tree Warden
- (6) Signatories for Santander Account

07.05.23 Public Form 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.

08.05.23 Planning Applications

09.05.23 Police/Neighbourhood Watch Report Update

10.05.22 Chairman's Comments

11.05.23 Correspondence received and Clerks Report

Precept of £8050 received from Babergh District Council.

Clerks name is still not on the Santander bank accounts – awaiting new form to fill in.

HMRC PAYE account – still waiting for a password to submit details to HMRC.

Village Institute – Land registry for the Village Institute needs to be amended – currently showing address of 4 Winding Piece, Capel St Mary.

Email 20.03.23 – A villager reported fly tipping on the escape road by the A12 flyover just before Hall Farm to Babergh Council.

12.05.23 Finance

- (1) To approve the expenditure since the last meeting.
- (2) Monthly cashflow analysis against agreed Precept.
- (3) Monthly cashflow reserves.
- (4) To consider applications for funding received before and after publication of agenda.
 - a) Village Life £500 for Kings Coronation – agreed at last meeting.
 - b) Donation request received from Dedham Vale AONB
 - c) Donation request received from Suffolk Accident Rescue
- (5) To agree S.137 donations under the Local Government Act 1972 to the following organisations:
 - (a) Dedham Vale AONB - £100.00.
 - (b) Suffolk Preservation Society - £30.00
 - (c) Suffolk Accident Rescue - £75.00
 - (d) Neighbourhood Watch - £40.00 (earmarked)
 - (e) River Stour Trust - £20.00
 - (f) PCC - £1000
- (6) To agree to pay the Chairman's Allowance for 2023/24 - £125.00
- (7) Agree the yearend figures and sign off the AGAR section 1 & 2 for 2022/23 form in readiness For the External audit. Also, to declare the External Audit as exempt for full audit due to figures below £25k.
- (8) To agree to the Insurance Renewal with BHIB £482.61. This needs to be reviewed.
- (9) To discuss Precept money from Babergh going into the current account rather than the Savings account.
- (10) Budget to be reviewed - precept of £16100 confirmed at January's meeting but budget headings to be agreed.

13.05.23 Stratford St Mary, Millennium and River Gardens

River Garden Lease update

Bin at the River Garden requiring replacement.

Any other updates

- 14.05.23 Replacement of bin required at Village Hall**
Discuss
- 15.05.23 ETRO's Lower Street**
Update
- 16.05.23 Copart site Gun Hill – increased traffic coming through the village**
Update
- 17.05.23 Boundaries to Richard Thomson's field**
Email received from a Parishioner - discuss
- 18.05.23 Lower Hill House – traffic incidents leading to damage to property wall**
Discuss
- 19.05.23 Bollards on Dedham Road**
Discuss
- 20.05.23 Thermal Imaging Survey**
Update
- 21.05.23 To consider the purchase of a new speed sign for the village**
Update
- 22.05.23 Village Institute Carpark**
Update
- 23.05.23 Electric Pylons campaign**
Update
- 24.05.23 Anchor Carpark**
Some concerns have been raised about occasional vehicle overhang partially blocking the footpath.
- 25.05.23 Footpaths**
Anchor Permissive Footpath - update
Horses using Public Footpaths - discuss
- 26.05.23 Issues with dogs off the lead on the field next to Village Institute**
Discuss
- 27.05.23 Maintenance of website**
Discuss
- 28.05.23 Institute Charity**
Update
- 29.05.23 Asset Register review**
Discuss
- 30.05.23 To review the Standing Orders for 2023/2024**
Discuss
- 31.05.23 To agree the Risk Assessment for 2023/24**
Discuss
- 32.05.23 GDPR review**
To confirm adoption of the NALC GDPR policy

33.05.23 Emergency plan

A councillor has recently attended a training session regarding Emergency Planning and is looking to form a small committee to finalise details of a new Village Emergency Plan.

34.05.23 Bus stops

At the APM a Parishioner raised the issue of buses not being able to pull up kerb side at a bus stop due to parked cars - discuss

35.05.23 Adopting Procedures

- a) Complaints
- b) Disciplinary
- c) Grievance

36.05.23 Village Mailing List

To decide the purpose and scope of the list:

- a) It is for email correspondence to advise items that have already been published elsewhere e.g meeting dates, agendas and minutes.
- b) To canvas opinions by surveys from time to time.
- c) That contact details should be confirmed annually (in May?)
- d) Other - to be discussed.

37.05.23 Matters to be brought to the attention of the Council

To agree items for next agenda

38.05.23 Date of next Parish Council meeting on 10th July 2023 at 7.30pm