



STRATFORD ST MARY PARISH COUNCIL

DRAFT

**MINUTES OF A PARISH COUNCIL MEETING HELD ON
MONDAY 8th JANUARY 2018 COMMENCING AT 7.30PM IN THE VILLAGE INSTITUTE,
HIGHAM ROAD, STRATFORD ST MARY**

		Action
1.	Present and apologies for absence.	
	Bill Davies (Chairman); Roger Barrell (Vice-Chairman); Richard Tilbrook; Lorry Shead; Brian Such; Hilary Cairns, Kevin Cassell, Jenny O'Hanlon (Clerk)	
	Sue Carpendale (District Councillor); Fenella Swan (District Councillor);	
	2 Members of the Public:	
	Apologies: -	
	Cllr. Shaun Baker, Cllr Graham Pearce and Gordon Jones (County Councillor)	
2.	Declarations of interest and dispensations.	
	(1) To receive declarations of interest from councillors on items on the agenda.	
	(2) To receive written requests for dispensations for disclosable pecuniary interests (if any).	
	(3) To grant any requests for dispensations as appropriate.	
	There were no declarations of interest from councillors and no requirement for dispensation.	
3a	To review and if appropriate to approve, the minutes of the Bi-monthly meeting of the Parish Council held on Monday 13th November 2017.	
	The Minutes having been circulated to all Councillors prior to the meeting were proposed for acceptance by Cllr Cairns, seconded by Cllr Such and approved unanimously.	
3b	To review and if appropriate to approve the minutes of the planning meeting held at the Anchor Inn on 16th December 2017.	
	The Minutes having been circulated to all Councillors prior to the meeting were proposed for acceptance by Cllr Shead, seconded by Cllr Cassell and approved unanimously.	
4.	Matters arising from the minutes	
	1. Land at former garage site Lower Street – API form. The Chairman reported that he has spoken again to another 9 residents to establish more detail about how often and for what purposes they accessed the land in question and passed this onto the land registry office. He is still waiting to hear if they are prepared to overturn their previous decision and will report back at the March meeting. To date the only costs incurred are the £40 fee as the Chairman has been giving his time voluntarily.	Chairman
	2. Drainage opposite the Swan PH: Cllr Barrell had recently forwarded photos of the area to Cllr Jones after a relatively small amount of rain and will continue to monitor this area and forward information onto Cllr Jones again when necessary	
	3. Strickmere Estate Pavements: Cllr Cassell reported that he had still not received the promised email confirming what works Keir would be redoing. He feels he has done all he can in terms of chasing Keir and that only today Cllr Jones had sent a strongly worded email with regards to the state of the pavements and the poor workmanship. He stated that he felt Suffolk Highways needed to ensure Keir re-do their work and foot the bill for this too. There was	

	also then some discussion about the re-work not being completed until after the gritting period has ended, as it was the same contractors that do this work. A member of the public also stated that the contractors had commented to him that they weren't permitted to use weed killer that was strong enough to effectively do the job. Ongoing matter.	Cllr. Jones/ Cllr Cassell
	4. Play area- The insurers were happy with the report sent through about the zip wire and new equipment and the underwriter confirmed that all is covered under our £50,000 limit. This item is now concluded.	
	5. Flooding in School Lane into Magnolia House: No recent incidents. This item is now concluded	
	6. Deterioration of pavement outside the Church. This remains an ongoing matter, but we will revisit this in 1 years' time to see how this has progressed. Item to be removed from matters arising.	CLERK to diarise for 1 year
	7. Post Office/ Village Shop: We are still waiting to hear about the official decision with regards to the Post Office. A member of the public however commented that work on new counters with in the shop is due to commence shortly.	
	8. Overgrown trees and shrubs outside the Gables on approach road to A12: This area is still causing a visibility problems and Cllr Davies mentioned a matrix which is used to decide which work is done and when. Continue to ask Cllr Jones to chase this up.	Cllr Jones
	9. Tree update - Stump at Kenyon close: The tree stump still remains and Andy Graham had confirmed to the Clerk that it will be grinded out during the winter period 2018, but he was not more time specific than that. Chase him up again in 1 months' time.	CLERK
	10. Institute playing field and village benches: Cllr Such confirmed that the periphery of the field had now been cleared and it was commented that an excellent job had been done. The goal posts are due to be relocated next week now that their location had been decided. Cllr Such will meet with Andy Page the contractor this weekend to finalise the details about the posts and he will also discuss the reseeding of the grass at the same meeting. The benches will be dealt with in the springtime.	Cllr Such
5.	Clerk's Report.	
	The Clerk had circulated her report prior to the meeting and this was reviewed and accepted unanimously. A discussion was had about the new Facebook page and how this can be publicised more. The website will be updated with a link to the Facebook page and also a note in the Quartet to make villagers aware of its existence.	CLERK
6.	Chairman's Comments.	
	The Chairman commented about Jennie Jenkins resignation.	
	He also commented about the recent survey sent out about the merger of BDC and MSDC and whether this was just for Councillors or for the general public, this will be discussed with the District Councillors on their arrival.	
7.	Parish Plan	
	Cllr Such handed out a provisional schedule of the action plan for the creation of the Parish Plan. He and Cllr Cassell are preparing a questionnaire which they will email to Cllrs for approval before it is sent to residents for completion by March 2018. The intention is to have a Parish Plan in place by January 2019. A discussion was had about an incentive being given to encourage residents to complete their questionnaires and a budget of £50 being set for this. They will also need to consider the cost of printing. Cllr Shead suggested the use of survey monkey but we do of course need to consider all residents particularly including those not online. The draft questionnaire will be sent to all Cllrs within the next 2 weeks for comment.	Cllr Such/Cllr Cassell
8	Institute Car Parking	
	The Chairman confirmed that it will cost £500 to draw up a legal agreement/license with regards to charging Orchard Barns for use of the Village Institute car park. He has also asked SALC for a price on what they would charge for this service as it could be cheaper. The Chairman had spoken to the owner of Orchard Barns about the possibility of having four spaces and being charged £100 per year per car and she was accepting of this proposal. A discussion was then had about whether it is the Parish Council or the Village Institute committee who would be responsible for this. It was eventually decided to wait to see what price SALC come back with before a decision is made, but the consensus of	Chairman

	opinion was that we would charge £100 per car each year with a maximum of four cars being permitted to park.	
9	Tractors speeding through Stratford and Higham	
	A draft letter to go to local farms had been sent out by Cllr Davies to all other Cllrs asking for their opinions and Cllr Cairns had asked for some changes to be made. She will forward the proposed changes to the Clerk who will then draft out the new letter and arrange for this to be sent to the farms in question. Cllr Davies will establish which farms and try to obtain a Managers name so the letter can be personally addressed. Proposed by Cllr Cairns and seconded by Cllr Shead, all other Cllrs in favour.	HC/WD/ CLERK
10	Millennium Avenue Tree Plaques	
	Cllr Such passed around a proposed plan for a layout of the new plaques. He suggested than one large plaque with all of the information would be too much and confuse people. Therefore he proposes 6 smaller A4 size plaques with the master list being on our website. The cost would be £120 to £150 for the six. The plaques or signs would be similar to the dog fouling sign on the village green. He will continue to research the best and most cost effective way to produce the signs and report back at the March meeting.	BS
11	Recent spate of burglaries in SSM and surrounding villages	
	.A discussion was had about the reinvigoration of the Neighbourhood Watch in the village and the use of Facebook to try and support this.	
12	Public Discussion, including County Councillor, District Councillors and Police/NHW reports	
	Both Cllr Carpendale and Cllr Swan had sent through their monthly reports prior to the meeting. Cllr Carpendale was asked about the previously mentioned merger survey and the need to complete it now there has been a change of leader. Sue said that the survey has been heavily criticised but it will continue to run and it is up to the individual to complete it if they wish to. There was some discussion about the money being spent to publicise the old council premises, both buildings are listed buildings and do present an opportunity to generate funds for both Councils. Cllr Swan had sent details through about John Ward the new leader since Jennie Jones' departure. A comment was made that Babergh has changed a lot since the premises move and that rather than working together it now seems quite two sided.	
	A member of the public raised a concern about the Emergency plan and in particular to a recent incident where the water was cut off following a burst main pipe by Millennium Avenue. A discussion was then had about whether a system should be put in place to let others know of situations as they occur. Cllr Such suggested that this is a question that can be put to the residents in the questionnaire about the Parish Plan. Another member of the public raised the issue of the problem foliage by the Gables and that with the recent winds, dead foliage was seen in the road at this point too. He also mentioned an article that he had seen in the newspaper on the 20 th November which stated that BDC had made savings of 7% on their expenditure, whereas MSDC had increased theirs by 19% and does this mean that Babergh will be bailing out Mid Suffolk going forward.	BS/KC
13	Councillors Reports	
	Cllr Such reported that there no longer appears to be any tree warden support and that a voluntary tree warden support group has been set up. Cllr Swan and Carpendale will look into this and report back as to who has replaced David Pizzev. The footpath behind The Maltings to The Chase is becoming impassable and will need to be reported. Cllr Cassell will look into this and report to the Clerk what the problems here are. Cllr Pearce had sent in a report about the footpath sign at the end of The Chase is rotten and fallen down. Clerk to arrange to get this repaired. Cllr Such wanted to raise the increasing problem of car parking in the village. The River Stour Trust has promoted the use of the River which has in turn meant that we are seeing more visitors and car parking is becoming a big issue. With the proposed extension to the Swan this would also impact on the problem. We will need to monitor the issue and potentially the underutilised land at the pumping station could be a solution to explore.	SC/FS KC/ CLERK CLERK
14	Planning – No new applications to discuss	
	It was reported that the application at The Swan is currently ongoing and that surveys are now being undertaken with regards to noise levels here. No news with regards to decisions about either The Swan or The Anchor so far.	
15	Correspondence – To discuss items of correspondence received since the last	

	meeting.		
	Letter from the Post Office received at the end of November stating that they have not made any decisions yet and applications for a new Post Office are ongoing.		
16	Finance		
(1)	To approve expenditure since last meeting.		
	The expenditure sheet had been circulated to Councillors prior to the meeting and the amount of £1020.06 was proposed for acceptance by Cllr Shead, seconded by Cllr Tilbrook and the vote was carried unanimously.		
(2)	Monthly cash flow analysis against agreed Precept.		
	Reserve sum of £1000 to be set aside for resurfacing the VI car park in the future		CLERK
	Proposed by Cllr Barrell and seconded by Cllr Such and the vote carried unanimously.		
(3)	To consider applications for funding.		
	None received		
(4)	Santander bank account		
	Clerk had reported that due to the complexities of changing the bank account she would take no further action on the move to Nat West until after the end of the financial year		
(5)	Precept 2018/19		
	The Clerk presented a breakdown of the proposed precept which she had also sent through prior to the meeting for all Cllrs to view. She suggested that the Precept amount for 2018/19 remain as it was last year at £15,800 and this was proposed for acceptance by Cllr Barrell and seconded by Cllr Cassell and the vote carried unanimously. The Chairman, Vice Chairman and Cllr Cassell then signed the paperwork, which the Clerk will ensure is with Babergh DC before the deadline date of 31 January 2018. Cllr Such also asked the Clerk to confirm what funds are set aside for the upkeep of the Millennium Garden and this was confirmed as £100.00.		CLERK
	Date of next meeting		
	The date of the next meeting is Monday 12 th March commencing at 7.30pm		
	There being no further comments to make the meeting closed at 9.20pm		