



# STRATFORD ST MARY PARISH COUNCIL

DRAFT

**MINUTES of the Meeting held at Village Institute, Higham Road, Stratford St Mary at 7.30pm on Monday 8 July 2019.**

**PRESENT:**

Cllr W Davies - Chairman  
Cllr R Barrell – Vice Chairman  
Cllr R Tilbrook  
Cllr B Such  
Cllr L Shead  
Cllr N Woodard  
Cllr P Alexander

**IN ATTENDANCE:**

J Rose - Clerk  
District Cllr John Ward  
County Cllr Gordon Jones (arrived at 8pm)  
One member of the public

**64.07.19 APOLOGIES FOR ABSENCE**

No apologies for absence were received.

**ACTION**

**65.07.19 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.

As the Parish Council is a trustee of the Lettice Dykes Foundation, all Parish Councillors declared an interest in The Lettice Dykes Foundation.

**66.07.19 TO APPROVE THE MINUTES OF THE MEETING HELD ON 13 MAY 2019**

**Decision** – the minutes of the Annual Parish Council meeting held on 13 May 2019 were approved as a true record and were duly signed by the Chairman.

**67.07.19 TO CONSIDER APPLICATIONS TO FILL VACANCIES ON PARISH COUNCIL**

No applications had been received.

**68.07.19 MATTERS ARISING FROM THE MINUTES**

- (1) **Drainage opposite the Swan Public House.** Nothing to report.
- (2) **Overgrown trees and shrubs outside the Gables on approach road to A12.** Nothing to report.
- (3) **Update on tree stump – Kenyon Close.** Babergh District Council have confirmed that tree stump is scheduled for grinding by their Tree Contractor. A date hasn't been given for the work to be carried out. Clerk will monitor.

**CLERK**

**69.07.19 CLERK'S REPORT**

The Clerk had circulated her report prior to the meeting and this was reviewed and comments received as follows:

- (1) **Bin Collection Day.** It was reported that residents in different parts of the village had received leaflets stating either Monday or Tuesday for bin collection.

Cllr John Ward will investigate and email Clerk with exact dates for bin collection.

**JW/CLERK**

(2) **GDPR.** Cllr Shead and Such will assist with setting up parish council email addresses. **LS/BS**

**70.07.19 CHAIRMAN'S COMMENTS**

(1) Chairman summarised changes to the funded school transport provisions. A decision to continue allowing free bus travel was made following a site visit from an independent inspector who deemed part of the route to be unsafe for children walking to East Bergholt High School.

(2) Chairman reported on SALC meeting he had attended on 17 June. The main topic of discussion at the meeting was potholes.

(3) Chairman attended Babergh Alliance Town Councils meeting. Planning issues were discussed at the meeting.

(4) Chairman reported on the Babergh East Police and Parish Forum meeting on 19 June in Claydon. There were many attendees from Claydon who complained about a planning decision by Babergh to convert a property into a nursing home without adequate consideration for any extra parking facilities. This resulted in many problems for neighbouring residents.

(5) Chairman mentioned the Village of the Year competition which had recently been advertised with a deadline for entry of 21<sup>st</sup> July 2019. Councillors decided not to proceed any further with this.

(5) Babergh District Council Local Plan is due to be published on 22 July.

**71.05.19 CORRESPONDENCE RECEIVED SINCE THE LAST MEETING:** None for discussion.

**72.07.19 PLAY INSPECTION REPORT**

(1) Councillors discussed on-going maintenance of Zip Wire. Clerk will contact HAGS who supplied and installed zip wire to arrange on-going maintenance. **CLERK**

(2) **Purchase of play bark** – Approved. Clerk to action. **CLERK**

(3) Cllr Woodard will ask a local contractor to inspect the gate and report back on any remedial work.

**73.07.19 UPDATE ON LETTICE DYKES FOUNDATION**

Cllr Such reported that transfer of funds and closure of the Lettice Dykes Foundation had been approved by the Charities Commission. Cllr Such will notify Charities Commission once funds have been transferred to Stratford St Mary Welfare Trust. Stratford St Mary Welfare Trust will be changing its name to Stratford St Mary Community Trust.

**74.07.19 PUBLIC FOOTPATHS:**

(1) **Overgrown nettles on footpath between Tally-Ho Corner and Spanbies Road.**  
Nettles have been cleared, however quality of workmanship is poor. Clerk will clarify with Suffolk CC whether they will return to tidy up. **CLERK**

(2) Cllr Woodard informed meeting that Mors End footpath and the footpath running behind Village Institute to Higham Road were both overgrown. Cllr Woodard will ask local contractor for a quote to cut back overgrown footpaths and provide ongoing maintenance. **NW**

(3) Cllr Alexander mentioned overgrown vegetation on pavement from Black Horse Pub to

La Talbooth. Clerk will contact Suffolk County Council re clearing this. **CLERK**

(4) Clerk will liaise with Cllrs Woodard and Alexander re overgrown footpaths and action to be taken. **CLERK**

**75.07.19 ROADS AND SIGNAGE:**

(1) **Pot Holes - Higham Road.** These have been repaired.

(2) **A12 Slip Road (Southbound).** 30mph sign has been overgrown by vegetation. Clerk will report to Suffolk Highways. **CLERK**

**76.07.19 CAR PARKING ISSUES LOWER STREET: UPDATE ON TRO APPLICATION**

Cllr Jones will chase David Chenery on this issue. **GJ**

**77.07.19 LAND ADJACENT TO VILLAGE INSTITUTE.** Nothing to report. **ONGOING**

**78.07.19 PROPOSED SURFACING OF VILLAGE INSTITUTE CAR PARK – UPDATE ON CIL FUNDING**

Cllr Such informed meeting that SSM would be entitled to 25% CIL monies if a Neighbourhood Plan was adopted. However, as village does not currently have a plan, we are entitled to 15% CIL monies from the Anchor development. On receipt of CIL monies, parish are obligated to notify Babergh DC what the monies have been spent on. Cllr Such recommended a plan for CIL monies be drawn up and that this could be done as part of the drafting and adopting of a Neighbourhood Plan. Cllr Such said Parish Council should consider putting resurfacing of car park on hold until a final decision on the future of the Village Institute has been made.

**79.07.19 TO RECEIVE REPORTS FOR INFORMATION.**

Councillors had submitted their reports for July which had been circulated by the Clerk.

(1) **County Councillor Gordon Jones.** Cllr Jones gave a verbal summary of his report.

(2) **District Councillor John Ward.** Cllr Ward informed meeting that:

(a) Hadleigh and Sudbury pools were offering free swimming for children over the school summer break.

(b) The Local Plan would be available for consultation from 22 July – 30 September.

Cllr Such asked for Local Plan to be placed on September's Agenda for discussion. **CLERK**

Clerk will liaise with Cllr Such re publishing Local Plan within the village. **CLERK**

(c) Babergh DC meetings were now streamed live on u-tube.

(3) **Police/Neighbourhood Watch Report.** Chairman had nothing to report on these items.

**80.07.19 PUBLIC DISCUSSION.** There was no discussion.

**81.07.19 PARISH COUNCILLOR REPORTS**

(1) **Update on investigations into new village hall – verbal report.**

Cllr Woodard reported that he had researched the work and costs involved in building a new village hall. With this information, he had reached the conclusion that there was insufficient demand within the village to justify the cost and work involved.

(2) Cllr Woodard was keen to promote the 100 club as the number of people subscribing had dropped significantly.

(3) Chairman read out a letter prepared by Cllr Woodard to the primary school requesting that parents and bus drivers switch off their engines while waiting outside the school. **Decision** – it was proposed and resolved to send the letter to the Headteacher. **CLERK**

(4) Cllr Such informed the meeting that the new Cherry trees will be planted on Millennium Avenue in the autumn.

(5) It was noted that the hedge between Swan Meadow and St Matthews Close needs attention.

(6) Chairman informed the meeting that Michael Gotelee wished to stand down from the Dedham Education Foundation. **Decision** – it was proposed and resolved that Cllr Such replace Michael Gotelee on the Dedham Education Foundation.

(7) Cllr Woodard will keep Emergency Box at his house.

(8) Chairman had received an email from a resident relating to overhanging branches near the Swan Inn. The overgrown verges from Weavers House to Le Talbooth were also noted. Cllr Woodard will speak to a local contractor about clearing the overgrown verges etc. **NW**

(9) A letter from a resident of Higham Road complaining about the damage caused by tractors pulling trailers and tankers was discussed. **Decision** – it was proposed and resolved to write a letter to Anglia Salads, Frating supporting the views of the resident. **CLERK**

(10) A resident of Tally Ho Corner had contacted the Chairman concerning a Lime tree in the school grounds overgrowing into their garden. **Decision** – Clerk will write to school requesting that Lime tree is trimmed back. **CLERK**

(11) Following a question from Cllr Woodard, Cllr Ward will seek advice from Enforcement Department at BDC about running businesses from home. **JW**

(12) Cllr Shead reported an overhanging tree at Mors End, Strickmere and asked if Suffolk CC could prune it back. Cllr Jones informed the meeting that if the tree does not have a preservation order then the public are entitled to prune it back.

**82.07.19 PLANNING APPLICATIONS:**

**DC/19/02624 The Gables, Dedham Road, CO7 6LS. Notification of Works to Trees in a Conservation Area.**

**Decision** – it was proposed and resolved to approve planning application. **CLERK**

**DC/19/02710 Lowlands, Upper Street, CO7 6JN. Erection of a first floor extension in roof, single storey rear extension and front and side open porches.** **Decision** – it was proposed and resolved to approve planning application. **CLERK**

**SN/19/00235/SN. New Development at Anchor Inn. Proposed new road name “Vale Retreat”.** Following discussion, Vale Retreat was rejected as a road name. **Decision** – it was proposed and resolved to name the development Anchor Close. **CLERK**

8.55pm Cllr Jones left the meeting.

9pm Cllr Ward left the meeting.

**83.07.19 FINANCE**

**(1) SALC Audit Report for year ended 31 March 2019 for discussion.**

Report had been circulated by Clerk to Councillors for their information.

**(2) Asset Register.**

Councillors were happy with rebuild costs as recorded in Asset Register.

**(3) To approve expenditure since last meeting:**

the expenditure sheet had been circulated to Councillors prior to the meeting. **Decision** – expenditure of £3,663.77 was approved.

**(4) Monthly cashflow analysis against agreed Precept.** No comments.

**(5) Monthly cashflow reserves.**

**Decision** – it was proposed and resolved to transfer £600 to car park reserves.

**CLERK**

**(6) Consider applications for funding received before and after publication of agenda.**

**(a) Clerk's expenses.** **Decision** – approved.

**(b) approval of expenses for previous Clerk for assistance with audit process and accounts for year ended 31 March 2019.** **Decision** – approved.

**(c) approval of garden storage box for Millennium Green.** **Decision** – it was proposed and resolved to purchase a garden storage box at an approximate cost of £150.

**84.07.19 DATE OF NEXT MEETING:** Monday 9 September 2019 at 7.30pm.

The meeting closed at 9.20pm.