

STRATFORD ST MARY PARISH COUNCIL

6 Homefield
Capel St Mary
Ipswich
Suffolk
IP9 2XE

E-mail: parishcouncil@stratfordstmary.org.uk

Website: www.stratfordstmary.onesuffolk.net/

Chairman

Roger Barrell

**Meeting of Stratford St Mary Parish Council held on Monday
13th November 2023, at the Village Institute Higham Road at
7.30pm.**

MINUTES

PRESENT:

Cllr R Barrell - Chairman
Cllr W Davies
Cllr G Robinson
Cllr K Street
Cllr M Pearce
Cllr G Francis

IN ATTENDANCE:

F Hall - Clerk
County Cllr Georgia Hall
District Cllr John Ward
1 member of the public

01.11.23 Present and apologies for absence.

Apologies received from Cllr D Robinson and Cllr Shead.

02.11.23 To accept members declarations of interest in accordance with the Council's code of Conduct. None

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

The minutes of the Parish Council meeting held on 18th September 2023 were approved as a true record and were signed by the Chairman. Proposed by Cllr Francis and seconded by Cllr Davies, all in favour.

The minutes of the Extraordinary Parish Council meeting held on 13th October 2023 were approved as a true record and were signed by the Chairman. Proposed by Cllr G Robinson and seconded by Cllr Street, all in favour.

04.11.23 To discuss if the PC has received any applications to fill the 1 vacancy on the Parish Council. None received.

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

County Cllr Georgia Hall highlighted from her report: Milestone Infrastructure have been appointed as the new Highways contractor – the new contract started on the 1st of October. Suffolk County Council are running a budget consultation, and the public are being asked for their views -

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the details of the consultation which closes on the 04.12.23 can be found at www.suffolk.gov.uk/budget. A public consultation has been launched encouraging the public to give their views on what they would like from their library services in the future - the consultation can be found at www.suffolk.gov.uk/LibraryConsultation and closes on the 26.01.24. Paper copies of the consultation will be available from the mobile library.

JW highlighted from his report: State of the district report has been published which contains all sorts of data. Part 1 of the Joint local plan will go to both Suffolk and Babergh Councils next week to be formally adopted and work has started on part 2. The moving cinema came to Sudbury and was very successful – looking to take this around the district.

The Chairman thanked District Cllr Ward and his team for their response to the potential flooding in Stratford St Mary.

Cllr Davies asked for an update on 50 Strickmere – District Cllr Ward advised that enforcement have confirmed that the fence needs to be removed by the 11.12 or a planning application needs to be raised.

A member of the public raised the planning application for Stratford St Mary Primary School - Is the proposed use of a temporary teaching block going to be for use of a classroom or a childcare facility and no additional parking has been included in the application. On average 3 staff cars park on Strickmere per day. The Chairman advised that concerns should be raised to planning but the date to make comments for this application has now passed. Cars are entitled to park on a public highway but PC would write to the school to express a concern and ask that future planning incorporates additional parking. Clerk

06.11.23 Grass cutting

Defer to January's meeting.

The PC now have the cutting schedule from Babergh for next year so Cllr Francis will obtain quotes for interim cuts and report back for discussion in January's meeting. GF

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

Cllr Francis proposed no comment needed for the above planning application, Cllr G Robinson seconded and all in favour.

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. The PC discussed this and would like to consider this further. Request that Cllr D Robinson circulate the cost for this and circulate to discuss again in January's meeting. Cllr Francis and Cllr Street would be happy to volunteer for the training required. DR

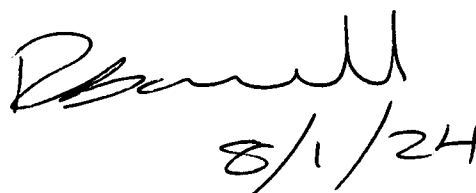
09.11.23 Police/Neighbourhood Watch Report

Stratford St Mary are not receiving reports or up to date information from Neighbourhood Watch, it is not effective and not up to date and this could be because the crime rate in the village is low. Cllr Francis proposed removing this item off the agenda, Cllr G Robinson second and all in favour. One Councillor abstained.

10.11.23 Chairman's Comments

The Chairman and Cllr Davies attended the remembrance service in the village and Cllr Davies laid the wreath on behalf of the PC.

The Police consultation document has been circulated where they are asking for feedback on their



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proposals.

Thanks given again to District Cllr Ward and his team at Babergh for their response to the potential flooding in the village.

11.11.23 Correspondence and Clerks Report

Renewal received from Clerks and Councils Direct for annual subscription to Local Councils update of £88. PC discussed and all agreed not to renew this subscription, Cllr Street proposed, Cllr Francis seconded and all in favour.

VAT return has been done. Noted

Email received from a parishioner with regards to dog fouling around the village and particularly on Strickmere. PC discussed the issue and agreed for 3 no dog fouling signs for the lampposts in Strickmere to be purchased for a maximum expenditure of £20 *. Notices about the increase in dog fouling in the village to be placed in the Quartet, Facebook, website, noticeboards etc. The PC will look at new ways to educate the village on this issue and look into whether the PC has the ability to issue fines alongside the District Council – Clerk to investigate this. **RB/GR/Clerk**
*Clerks note – this needs to be considered at the next meeting and will be placed on the agenda as an item.

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. The expenditure sheet, financial report and bank statements had been circulated to Councillors prior to the meeting. Proposed by Cllr Francis and seconded by Cllr G Robinson. **Decision** expenditure of £2,904.55 from 17.09.23 to 13.11.23, balances at the bank – Current account £10,507.93 and reserve account £25,490.48 was approved by all and signed by the Chairman. A copy can be found attached to the minutes.
- (2) Monthly cashflow analysis against agreed Precept – no comment.
- (3) Monthly cashflow reserves – no comment.
- (4) Update on what reserves could be earmarked for – Cllr Francis and Cllr D Robinson to consider what reserves could be earmarked for and report back in January's meeting. Also add as a separate agenda item for the next meeting. **GF/DR**
- (5) Changing bank accounts – Defer to January's meeting. **KS**
- (6) Review External Audit report – comments on report noted.
- (7) Precept for 24-25 – Clerk to circulate proposed budget for next year for final discussion of the precept in January's meeting. **Clerk**

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 – Cllr Francis has obtained a quote of £163 for the purchase of a bollard and £150 plus VAT for the installation. Cllr Francis proposed to purchase and install, Cllr Davies seconded and all in favour pending permission from Northumbrian Water. Clerk to chase Northumbrian Water for permission. Cllr Francis to obtain a cost for getting the noticeboard on the River Garden turned. **GF/Clerk**

14.11.23 Noticeboards


Renovation of the parish noticeboards – The Chairman has repaired the noticeboard at the Anchor but advised that it needs replacing as does the noticeboard at the Weir. Cllr G Robinson to obtain quotes for new noticeboards and report back at January's meeting. **GR**

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

No update received. **Clerk**

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) – Cllr G Robinson proposed agreement of expenditure, Cllr Davies seconded and all in favour.



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- 17.11.23 To consider the purchase of a new speed sign for the village**
Defer to January's meeting. Cllr D Robinson to circulate the final proposal by the end of the year for a new speed sign. DR
- 18.11.23 Electric Pylons campaign**
No update received.
- 19.11.23 Footpaths**
Langham Hall – No update and agreed to take this item off the agenda.
Black Horse footpath overgrown vegetation – Some clearance has been done but the Chairman as Footpath Warden will go and inspect. RB
Anchor footpath – Still waiting for the permissive footpath sign to be erected, County Cllr Hall to be chased for a response. Clerk
- 20.11.23 Village Institute and Institute Committee**
Parish Council representative for the Institute Committee – Cllr D Robinson would like to stand down as the representative as he is taking on the role of Treasurer for the Village Institute Committee. Cllr Francis proposed to be the new Institute Committee representative, Cllr G Robinson seconded and all in favour.
- Quotes have been 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
- All in agreement that the works need to be completed asap and as all prices are very similar Cllr Francis proposed to agree a maximum expenditure of £1113.74, Cllr Street seconded and all in favour. All in agreement for contractors to be contacted for availability and to instruct whoever has availability to commence work first. Clerk
- The No dog sign is missing on the gate to the playground and needs to be replaced, PC all in agreement of a maximum expenditure for this of £12. GR
- 21.11.23 Promotion of the Parish Council**
Proposal to promote the PC within the community so there is an awareness of what the PC do, responsibilities, limitations and promotion of activities that are carried out. Cllr Street and Cllr G Robinson will form a working party and will report back to the PC at January's meeting with ideas for this. KS/GR
- 22.11.23 Asset Register review**
After the purchase of a new litter bin the asset register has now been updated to reflect this. The noticeboards on the 2 bus shelters are not mentioned on the asset register - all in agreement to include these noticeboards under bus shelters. The noticeboard at the River Garden is not mentioned on the asset register, so the Clerk is to add this and check the purchase cost. Asset register to be reviewed in January for sign off. Clerk.
- 23.11.23 Purchase of new maintenance equipment**
Purchase of trimmer and hedge trimmer for maintenance of common areas – Cllr Francis will report back in January's meeting on this. GF
- 24.11.23 Replacement Dog Bins**
Agreed at the last meeting for maximum expenditure of £250 for 2 bins – Cllr G Robinson proposed purchasing dog bins with a vapor trap to reduce the smell so new quotes to be obtained for 2 x bins. Clerk
- 25.11.23 General Privacy Policy**



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- Cllr G Robinson circulated policies to all Councillors before the meeting. Cllr Francis proposed to adopt, Cllr Street seconded and all in favour.
- 26.11.23 SAR Policy**
Cllr G Robinson circulated policies to all Councillors before the meeting. Cllr Francis proposed to adopt, Cllr Street seconded and all in favour.
- 27.11.23 Parish Council Activities in the Community**
Marketing idea spoken about under agenda item 21.11.23.
Overgrown tree blocking a streetlight in School Lane was raised – An email has been sent to the owner but there has been no response. Clerk to write to the owner again and also seek advise from Babergh/SCC. Clerk
- 28.11.23 Christmas tree for the Church tree festival**
All in agreement to enter a Christmas tree – Cllr Francis proposed a budget of £150, Cllr Pearce seconded and all in favour. Clerk to email to confirm entry and Cllr Street / Cllr G Robinson to organise. Clerk/KF/GR
- 29.11.23 Re painting of lampposts**
18 Lampposts were confirmed to be repainted but due to vegetation on some which cannot be removed there are only 15 lampposts scheduled now. Suffolk Highways have passed the work onto their contractor but cannot give a start date yet.
- 30.11.23 Matters to be brought to the attention of the Council**
Dog Fouling
Parking issues in High Road – cars parking on the pavement that use the Nursery. Agreed for Clerk to write to the Nursery asking them to remind parents to be considerate where they park. Clerk
- 31.11.23 Confirm the date of the 8th January 2024 at 1930hrs for the next Parish Council meeting**
Agreed.

Meeting closed at 2130hrs


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