



# STRATFORD ST MARY PARISH COUNCIL

**DRAFT**

**MINUTES of the Meeting held at Village Institute, Higham Road, Stratford St Mary at 7.30pm on Monday 11 November 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 7.50pm)  
8 members of the public

**107.11.19 APOLOGIES FOR ABSENCE**

No apologies for absence were received.

**ACTION**

**108.11.19 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.

There were no declarations of interest from councillors and no requirement for dispensation.

**109.11.19 TO APPROVE THE MINUTES OF THE MEETING HELD ON 9 SEPTEMBER 2019**

**Decision** – the minutes of the Parish Council meeting held on 9 September 2019 were approved as a true record and were duly signed by the Chairman.

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

No applications had been received.

**111.11.19 MATTERS ARISING FROM THE MINUTES**

(1) **Drainage opposite the Swan Public House.** Chairman referred to an email dated 12 September from Suffolk Highways. Suffolk Highways stated that the drains had been cleansed and the Community Warden had visited during rainfall and the drains were operational.

**Decision:** Drains were not satisfactory. Continue pursuing Suffolk Highways for remedial work.

**CLERK**

(2) **Overgrown trees and shrubs outside the Gables on approach road to A12.**

Suffolk Highways staff have visited the location and assessed the issue. They believe it does not warrant remedial action. Suffolk Highways will continue to monitor the location as part of routine inspections. If the matter worsens significantly, they will carry out remedial work. Item to be removed from future agendas.

**CLERK**

**ITEM BROUGHT FORWARD:**

**125.11.19 DC/19/05169: Erection of 15 dwellings with associated garaging, parking and**

**vehicular access on land south east of Upper Street, Stratford St Mary, CO7 6LW. Deadline for response: 26 November '19.**

Members of the public voiced their concerns over the following issues relating to the proposed development:

- (1) Inadequate road. Access problems for emergency vehicles.
- (2) Development not in keeping with area.
- (3) Loss of trees. Land is close to Area of Outstanding Natural Beauty.
- (4) Residents living opposite proposed development have recently had new properties built behind their houses.
- (5) Will Doctors Surgeries and village school be able to cope with increased numbers?
- (6) Some houses on Upper Street do not have off road parking. How will parking be managed with additional houses?
- (7) Land is on Zone 2 of Flood Zone (medium risk).
- (8) Traffic diverts through Upper Street if there's a problem on A12. How will Upper Street cope with diverted traffic from A12 plus increased traffic and parking from new development.
- (9) Inadequate parking provision for new houses.
- (10) Proposal of 15 houses is too dense for site.

Cllr Ward informed meeting that a development of 15 houses will go to Committee. The residents of Upper Street and Cllr Ward will have an allocated timeslot to speak at Committee.

**Decision** - it was proposed and resolved that the planning application be refused. Two Councillors abstained from vote.

**CLERK**

**112.11.19 CLERK'S REPORT**

The Clerk circulated her report. Comments received as follows:

**Car Park Licence: Decision** – Clerk will ask ICP to pay legal costs for amending Licence into new name of Orchard Barns Limited.

**CLERK**

**113.11.19 CHAIRMAN'S COMMENTS**

- (1) Chairman laid wreath on behalf of Stratford St Mary Parish Council at church service on Remembrance Sunday.
- (2) Chairman was sorry to read in the Quartet about vandalism at the Millennium Garden and Church Stall and hoped these were just isolated incidents.
- (3) Community Firework display at Primary School was a success.
- (4) Chairman thanked Cllr Such for attending and reporting on a public meeting held to discuss A12/A14. Meeting was chaired by James Cartlidge MP.
- (5) Problems were being experienced with some parish councillors not responding to emails. Chairman requested that all councillors monitor and respond to emails accordingly.

**PARISH COUNCILLORS**

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

**115.11.19 PLAY AREA AND EQUIPMENT: ON-GOING MAINTENANCE**

**Decision** – it was proposed and resolved that:

- (1) a new brake pad be fitted inside travel mechanism of cableway at a cost of £285.00 (exc. VAT);
- (2) with future biennial checks of cableway, the brake pad (if needed) should be replaced as part of inspection therefore saving cost of a return trip by HAGS.

**CLERK**

**CLERK**

Cllr Woodard confirmed play area gate had been repaired and fitted.

Cllr Woodard reported a fallen tree on playing field. **Decision** - it was proposed and resolved to pay £30 to remove tree.

CLERK

#### **116.11.19 JOINT LOCAL PLAN AND NEIGHBOURHOOD PLAN**

Cllr Such reported that he had not received any responses from residents on Joint Local Plan. Due to lack of response it was not possible to progress a Neighbourhood Plan. Cllr Ward informed meeting that some villages are working together to produce a joint Neighbourhood Plan. Although SSM was not identified as high risk for development, Cllr Ward recommended Cllr Such speak to Holton St Mary and Raydon Parish Councils on this issue. The requirement of an Infrastructure Plan for CIL monies was also discussed.

#### **117.11.19 UPDATE ON LETTICE DYKES FOUNDATION**

Cllr Barrell confirmed that the balance from the Lettice Dykes Foundation bank account had been credited to Stratford St Mary Community Trust. Cllr Such informed meeting that Lettice Dykes Foundation will shortly be removed from the Charity Commission register.

#### **118.11.19 PUBLIC FOOTPATHS:**

**Footpath 2:** Path is heavily overgrown at Higham Road end and a rambler reported an injury from barbed wire on Suffolk Highways reporting website. **Decision** – Clerk to write to landowner requesting they maintain and improve footpath.

CLERK

**Footpath 18:** At the Upper Street end, the footpath running alongside Community Trust paddock is very uneven and difficult to negotiate. **Decision** – report footpath to Suffolk Highways for maintenance/repair.

CLERK

Footpath: Billy's Lane to A12. Investigate condition of footpath and report.

PA/CLERK

Footpath: Cage House. Investigate who is responsible for footpath and request that path is maintained.

PA/CLERK

#### **119.11.19 LEASE OF NORTHUMBRIAN WATER LAND OPPOSITE THE SWAN.**

Chairman informed meeting that due to concern over their liability, Northumbrian Water are proposing to fence off land opposite The Swan. Northumbrian Water have offered Parish Council the opportunity to lease the land and take over responsibility. Some Councillors felt it would be to the detriment of the village to lose access to the land. Clerk will ask Northumbrian Water if they will consider a zero cost lease if Parish Council take over responsibility and liability for the land.

CLERK

#### **120.11.19 LAND ADJACENT TO VILLAGE INSTITUTE:**

Landowner will send proposals to Parish Council to be discussed at January meeting.

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

Cllrs Such and Woodard are researching the options and costs of surfacing the institute car park. The deadline for submitting application for CIL monies for this project is May 2020. Cllr Woodard expressed concerned that majority of people using the hall were from outside the village – therefore surfacing the car park would not benefit residents. Cllr Woodard felt the hall should be for the benefit of residents only. It was agreed usage of the hall was not an issue for the Parish Council and should be discussed at an Institute Hall Committee meeting. **Decision** – it was proposed and resolved to apply for CIL funding.

#### **122.11.19 TO RECEIVE REPORTS FOR INFORMATION.**

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

(1) **County Councillor Gordon Jones.** With the recent reshuffle Cllr Jones is now the Cabinet

Member for Finance and Resources. Cllr Jones gave a verbal summary of his report and informed the meeting that civil enforcement of parking will become the responsibility of Ipswich Borough Council. Cllr Ward will liaise with Ipswich Borough Council to ensure villages benefit from the services of civil enforcement parking. Cllr Such informed the meeting the Civil Parking Enforcement paper that went to Cabinet is on Suffolk County Council website.

(2) **District Councillor John Ward.** Cllr Ward gave a verbal summary of his report. Cllr Ward also informed the meeting of the Babergh & Mid Suffolk District Council offer to all families of tree to mark the arrival/adoption of their new child. Terms, conditions and application form are available on BMSDC Tree for Life webpage.

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

#### **123.11.19 PUBLIC DISCUSSION.**

A member of the public reported that:

(1) Street Light 45: bulb needs replacing.

CLERK

9pm Cllrs Jones and Ward left the meeting.

#### **124.11.19 PARISH COUNCILLOR REPORTS**

(1) Cllr Shead reported on a successful community fireworks display.

(2) Cllr Woodard raised concerns over people attending firework display parking on and churning up grassed areas of Strickmere.

#### **125.11.19 PLANNING APPLICATIONS:**

**DC/19/04275: Audley House, Lower Street, Stratford St Mary, Colchester Suffolk CO7 6JS. Change of use and alterations to ancillary outbuilding to form holiday let. Deadline for response: 3 October 2019.**

Approved by Babergh District Council on 28 October 2019.

**DC/19/04413: Audley House, Lower Street, Stratford St Mary, Colchester Suffolk CO7 6JS. Notification of Works to Trees in Conservation Area - (T1) Ash - Trim; (T2) Ash - reduce by 50% and reshape; (G1) Ash and Sycamore remove dead wood. Deadline for response: 10 October 2019.**

Approved by Babergh District Council on 17 October 2019.

**DC/19/04766: October House, Lower Street, Stratford St Mary, Colchester Suffolk CO7 6JS.**

**Notification of Works to Trees in a Conservation Area - T1 (Cherry) - Reduce by 23m. Deadline for response: 1 November 2019.**

Approved by Babergh District Council on 8 November 2019.

**Update on Parish Council decision (minute no.104.09.19) relating to DC/19/03270 Telephone Box, Near The Swift, Upper Street. Proposed removal by BT of public Payphone. Option to adopt a red 'heritage' phone box (no Payphone).**

Subsequent to minute no. 104.09.19 parish council were advised that due to licence complications it was not possible to relocate defibrillator from Hall Farm to telephone box in Upper Street. Also, it was not possible to adopt a red 'heritage' telephone box unless one was already in situ. Therefore, the existing telephone box will be removed.

#### **126.11.19 FINANCE**

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

the expenditure sheet had been circulated to Councillors prior to the meeting. **Decision** – expenditure of £2,598.60 was approved.

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

(3) **Monthly cashflow reserves.** No comments.

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

**(a) Clerk's expenses.** Due to time constraints Clerk had not prepared expenses. Expenses will be submitted to January meeting for approval.

**CLERK**

(5) **Precept 2020/21 initial discussion, figures to be agreed at January meeting.**

(a) **Vertas Group. Decision** – parish council were happy to budget for a three year contract offering a discount of 4% over three years.

**CLERK**

(b) **RJB Resources. Decision** – parish council agreed to budget for an increase of 10%.

(c) Cllr Such requested that the budget for village maintenance be increased. This would enable parish council to undertake more maintenance work within the village.

**CLERK**

**127.11.19 DATE OF NEXT MEETING:** Monday 13 January 2020 at 7.30pm.

Meeting closed at 9.21pm.