



STRATFORD ST MARY PARISH COUNCIL

DRAFT

**MINUTES OF A PARISH COUNCIL MEETING HELD ON
MONDAY 12th NOVEMBER 2018 COMMENCING AT 7.30PM IN THE VILLAGE INSTITUTE,
HIGHAM ROAD, STRATFORD ST MARY**

		Action
1.	Present and apologies for absence.	
	Bill Davies (Chairman); Richard Tilbrook; Lorry Shead; Brian Such; Kevin Cassell, , Graham Pearce; Roger Barrell (Vice-Chairman), Hilary Cairns and Jenny O’Hanlon (Clerk)	
	Gordon Jones (County Councillor) Sue Carpendale (District Councillor); arrived at approx. 8.20pm	
	3 Members of the Public:	
	Apologies: - Shaun Baker Councillor, Fenella Swan (District 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 Parish Council meeting held on Monday 10th September 2018.	
	The Minutes having been circulated to all Councillors prior to the meeting were proposed for acceptance by Cllr Cassell, seconded by Cllr Tilbrook and approved unanimously.	
3b	To review and if appropriate to approve, the minutes of the Extraordinary meeting held Tuesday 23rd October 2018.	
	The Minutes having been circulated to those Councillors present at the meeting were proposed for acceptance by Cllr Barrell, seconded by Cllr Shead and approved unanimously by those present on the 23 rd October.	
4.	Matters arising from the minutes	
	1. Land at former garage site Lower Street – Following the Extraordinary meeting in October, the decision was taken that this matter to be drawn to a close. Cllr Davies advised the Council that he had been in contact with ICO regulators over the image of himself that had been circulated by Thompson Smith and Puxon and the legality of the position of the CCTV camera on the street. A heated discussion then followed which concluded with Cllr Davies agreeing that he could suggest that the neighbours may want to contact the ICO instead of him, as a PC we would also need to advise the ICO about any other CCTV cameras within the village. As representatives of the SSM PC, we cannot be seen to be vindictive and it was agreed that Cllr Barrell will compose a letter of conclusion to TSP, pointing out the incorrect factual statements in their letter, but not invoking a response, to ensure that the Councils position on this matter is on record.	RB
	2. Drainage opposite the Swan PH: Once Cllr Jones arrived at the meeting this item was returned to and reported that there has been no progress on this issue and that following heavy rainfall the problem is ongoing.	GJ

	3. Strickmere Estate Pavements: Cllr Jones confirmed that no further progress had been made and Cllr Barrell then asked Cllr Jones to find out who is accountable for the incompetent workmanship that Keir have carried out as himself and Cllr Cassell have had no joy in getting this matter resolved.	GJ
	4. Flooding in School Lane into Magnolia House: No further forward, the issues with the rain coming off the field straight into this residents garden seem to be directly affected by what the farmer had done in the field opposite.	Matter concluded
	5. Post Office/ Village Shop: The Clerk had contacted the Royal Mail who has confirmed that they will not be putting a sorting office into SSM and that Dedham is not viable option either. Matter concluded	
	6. Overgrown trees and shrubs outside the Gables on approach road to A12: Cllr Jones is disappointed that the reports online have been closed but we still await the work to be completed, he will look into	GJ
	7. Tree update – The tree stump at Kenyon place has still to be removed. The damaged Cherry Tree at the Millennium Avenue has now been removed by and relocated to Hall Farm in readiness for the new tree to be delivered and planted. The Clerk advised that the funds have been received by the company who damaged the tree and the PC will pay the contractors directly once the work has been completed.	
	8. Public Footpaths – Footpath number 19 has been reported and is now on the job list to have the sign reinstated opposite Tally Ho. Cllr Barrell had not followed up the clearing of the Welfare trusts boundary.	RB
	9. Playground Inspection and issues – A weekly inspection is now being completed by either Clerk, or Cllr Shead/Baker. The ongoing issue of the leaning fence still needs to be addressed. Cllr Such agreed to get some quotes to get the fence repaired and the funds given to the PC from the Firework Committee were for this purpose.	BS
	10. Overgrown trees and hedges 17/18 Tally Ho Corner Cllr Sue Carpendale had already emailed to confirm that BDC are not responsible for cutting back hedges/trees within the gardens of the council owned properties and the tenants will need to arrange this themselves. Cllr Davies will advise the residents concerned accordingly.	WD
5.	Clerk's Report.	
	The Clerk had circulated her report prior to the meeting and this was reviewed and accepted unanimously. The street sign issues reported on the 15 th October have been actioned. The Clerk had advised that she will put in a claim for an extra 5 hours relating to the additional work relating to the land dispute. This was proposed for acceptance by Cllr Cassell and seconded by Cllr Shead and all agreed unanimously.	
6.	Chairman's Comments.	
	The Chairman commented that he had attended the Remembrance Sunday service and laid a wreath on behalf of the PC and the event was very well attended by the village residents. He also noted that the Clerk had handed in her resignation on the 25 th October and thanked her for her 3 ½ years of service. A subcommittee of three to carry out the interviews for the new Clerk, comprising of Cllrs Davies, Barrell and Cairns.	
7.	Road Signs - The Row/Higham Road/School Lane	
	It was reported that all of the new road signs were now in place and there had been no negative feedback from any residents. The resident HG who had been instrumental in sorting out the issues with the signs is now pursuing the matter with Ordinance Survey to try and ensure that Sat Nav systems have the correct details of the roads in question.	ongoing
8.	Parish Neighbourhood Plan	
	Cllr Such reported that the response and interest that he had received from residents had been very underwhelming and had only received one letter. It was discussed about waiting to take things further with our plan until after the District Plan has been published after Spring 2019, to see how SSM may be affected. Cllr Such had been in touch with Paul Bryant who was present at the meeting in September, who agreed that with the lack of residents support it would be wise to delay.	ongoing
9	Village Institute- Proposal for barriers	
	Cllr Cassell presented a very detailed proposal with photos and costings, about how the Parish Council could protect the playing field against the potential for invasion by unauthorised vehicles. (details available from Clerk on request) Cllr Davies thanked Cllr Cassell for all of the time and information he had produced and	

	then a discussion took place. It was agreed that the Cllrs have some time to digest the information and decide at the January meeting whether they would proceed with the proposals or not. It was also agreed that the caravan groups would be contacted for input on the proposal and the Clerk to contact Vertas about access for grass cutting if the proposals were to proceed. Steve Kite, who is a member of the Institute committee, requested that Cllr Davies arranges a meeting of the Institute committee prior to the next PC meeting for them to discuss Cllr Cassells proposals.	CLERK WD
10	Car Parking issues Lower Street	
	This matter is ongoing and Cllr Such and the Clerk are in the process of trying to contact Northumbrian Water about the potential to use land at the pumping station site.	BS/ CLERK
11	Village Institute – Land Adjacent	
	Cllrs Davies and Barrell are in the process of arranging a meeting with Richard Thompson.	RB/WD
12	Public Discussion, including County Councillor, District Councillors and Police/NHW reports	
	Cllr Jones had previously sent in his reports for both October and November, which had circulated by the Clerk. A discussion was then had about the parking issue at Dedham River and whether this had been caused by the introduction of parking charges within the car parks. It was agreed to arrange a meeting between Dedham PC and SSM PC at the Assembly Rooms in due course. Cllr Jones will provide Cllr Davies with some dates and times. Cllr Jones will make suggestions as to who should be in attendance as well as the two PC's. Cllr Such suggested that it does need to be a higher level of involvement, eg MP's etc. Cllrs Davies then went on to advise that the potholes reported in May had still not been dealt with and the report had since been closed? Cllr Jones will chase up. Cllr Carpendale reminded everyone about the question and answer session due this coming Saturday at Capel and the Clerk advised that this has been advertised on our notice boards and Facebook. She then spoke about PIP, planning in principal which is a new streamlined planning option and to watch this space. There was a question from a member of the public to Cllr Such about the Neighbourhood plan already being agreed to go ahead in principal at the September meeting. Cllr Such advised that despite notices in the Quartet and our Website the level of support at this stage was too low to proceed.	GJ GJ
13	Councillors Reports	
	Cllr Barrell mentioned about the other land around the village as discussed at the Extraordinary meeting and noting where it is and who it belongs to. The only way for this to be done is via land registry. It was agreed that the Cllrs would list pockets of land around the village and report back their findings at the January meeting for further discussion. Cllr Such mentioned that he would make enquiries about the piece of land adjacent the Swan and report back on this too in January. Cllr Cairns commented that the grass verges were no longer made up of grass and that weeds had taken over. Clerk to contact BDC to ask for advice about what if anything they will do. Cllr Such advised that two further trees along the Millennium Avenue have died. The Firework committee had advised him that they are prepared to fund the replacements for these trees. Cllr Such has had a quote for £766.00 excluding VAT for the trees and he will go ahead and arrange the work to be done. He also advised of some hedging that is encroaching onto the pavement outside Valley House on Lower Street, but Cllr Pearce advised he would check exactly which house the hedging belonged to before the Clerk writes to the residents as it was slightly unclear here. Cllr Such also felt that the handyman had been very inefficient recently and not carried out the works he had been asked to. (the benches) Cllr Davies will contact him to establish what is happening. Cllr Such also advised that after he will be retiring on the 21 st December and he will then be arranging the tree plaques along the Millennium Avenue. Cllr Shead advised that he will be contacting Highways about the chevron countdowns on the A12 slip road into SSM as, one is missing and the other two are now not visible.	All Cllrs BS CLERK BS GP WD BS LS
14	Planning	
	No planning applications to discuss	
15	Correspondence	
	The Clerk had received a request for the PC to take part in the Festival of Christmas	

	Trees at the church. A brief discussion took place, but with no volunteers and with the Village Life doing their own tree at the Village Green it was decided not to take part.	
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 £4031.93 was proposed for acceptance by Cllr Such, seconded by Cllr Cassell and the vote was carried unanimously.	
(2)	Monthly cash flow analysis against agreed Precept.	
	No comments	
(3)	To consider applications for funding.	
	Sudbury Citizens Advice had asked for assistance but it was agreed no support from the PC at this time.	
(4)	Precept 2019/20 initial discussion, figures to be agreed at January meeting	
	Clerk to prepare the figures for January meeting but taking into consideration an extension to the car park, a possible increase to precept?	CLERK
(5)	To agree the price for a new grit bin at the millennium garden.	
	The Clerk had prepared two quotes from Glasdon and Broxap for consideration. Despite Broxap being slightly cheaper it was agreed as we had used Glasdon before and have been happy with the quality of their products, we should stick with them. £225.80 inc VAT, no fixings needed. Proposed by Cllr Barrell and seconded by Cllr Pearce all agreed unanimously. Clerk to go ahead and arrange.	CLERK
	The Chairman wished everyone a happy Christmas and thanked the Clerk again for her service.	
	Date of next meeting	
	The date of the next meeting is on Monday 14 th January 2019 commencing at 7.30pm	
	There being no further comments to make the meeting closed at 9.17pm	