



STRATFORD ST MARY PARISH COUNCIL

DRAFT

**MINUTES OF THE BI-MONTHLY MEETING OF THE PARISH COUNCIL HELD ON
MONDAY 9th JANUARY 2017 COMMENCING AT 7.30PM IN THE VILLAGE INSTITUTE, HIGHAM
ROAD, STRATFORD ST MARY**

- 1 Present and apologies for absence.**
1. Cllr Bill Davies (Chairman); Cllr Roger Barrell (Vice Chairman); Cllr Shaun Baker; Cllr Brian Such; Cllr Hilary Cairns; Cllr Kevin Cassell
- Members of the Public: 0
- Apologies received from County Cllr Gordon Jones, Cllr Richard Tilbrook, Cllr Graham Pearce.
Cllr Lorry Shead was not present.
- 2. Declarations of interest and dispensations.**
- (1) To receive declarations of interest from councillors on items on the agenda.
Cllr Cairns advised that she is now a School Governor at the local Primary school and Clerk to prepare new Register of Member Interest paperwork for her.
Cllr Cassell had already handed the Clerk his new updated Members Interests papers.
- (2) To receive written requests for dispensations for disclosable pecuniary interests (if any).
None
- (3) To grant any requests for dispensations as appropriate. None
- 3 To approve Minutes of a Parish Council meeting held on Monday 14th November 2016.**
The Minutes having been circulated to all Councillors prior to the meeting and were proposed for acceptance by Cllr Cassell, seconded by Cllr Barrell and the vote carried unanimously.
- 4. Matters arising from Minutes.**
- (1) Land at Former Garage Site Lower Street
- Cllr Davies is continuing to work on the completion of the API form, he proposes to have the form ready for submission by the March meeting.
- (2) Drainage opposite the Swan PH
- With a lack of any significant rain recently, no flooding has occurred at the site since our last meeting. Also in view of CC Jones not being at this meeting, this item is to remain on the agenda for March.
- (3) Resurfacing Upper Street – removal of signs
- The signs were removed the week after our last meeting in November, so item is finally concluded.

Action

CLERK

BD

(4) Training – Clerk/Councillors

Cllr Cassells New Councillor training is now arranged for February.

(5) Play Area

Cllr Baker reported that not much has happened since the meeting in November as we are still awaiting a response from BDC about the 3 policies they require in respect of their grant. Cllr Davies reported that Jim Friend at SALC is dealing with this matter for several Councils who have the same issue. Cllr Davies to chase SALC. Cllr Baker advised that the time frame from Tesco's is to have the work completed by 18th April, the work will ideally need to commence in February. Cllr Baker to contact HAGS the preferred supplier tomorrow.

BD

SB

(6) Tree Update

We still have no word from BDC about when the two replacement trees will arrive. Cllr Such had emailed them 6th January again. Clerk advised that she had noticed the trees being cut back at the footpath between Tally Ho Corner and Spanbies Road, this is still ongoing and not quite yet completed. Work commenced 6th January.

(7) Millennium Garden

Cllr Such reported that the Christmas lights on the fir tree appeared to have been a success and Cllr Cairns agreed that the garden looked lovely. Cllr Such suggested putting an article in the Quartet to ask for shrubs for the garden. Clerk reminded Cllr Such that we have £100 set aside from the precept for the Millennium Garden. Cllr Cassell suggested asking local business to sponsor the Garden. Cllr Such advised that the Village is planning an open gardens event this Summer and that they plan to ensure that the Millennium Garden is looking at its peak to coincide with this event.

BS

(8) Proposed Removal of BT public phone boxes

Our response to Mel Harvey went in on the 18th November and we await the outcome of the consultation decision.

(9) Flooding in School Lane into Magnolia House

With no Gordon Jones present at this meeting, leave on agenda for March

(10) Deterioration of pavement outside the Church

No further development with this item so it is to remain on the agenda for March meeting.

5. **Clerks Report**

The Clerk had submitted her report to the Councillors prior to the meeting and Cllr Davies went through the items. Clerk will need to contact the County Council again on the matter of the hedges at Matthews Close as the resident in question here had agreed to fell the dead tree but not to cut back the hedges.

CLERK

SCC report 00156825 about the Strickmere pavements needs to also include the pavement outside the property Gooseacre, Clerk to contact SCC.

CLERK

6. **Chairman's Comments.**

Cllr Davies attended the Babergh Alliance of Town and Parish Councils meeting and

advised that East Bergholt PC appear to be winning their fight to oppose the housing development in their village. A discussion was then had about the relevance of the BATPC and whether the Councillors agreed with it or not. Cllr Davies remains happy to attend these meetings as an observer.

7. **Pavements – Strickmere Estate**

Actions as previously mentioned under Clerks report

CLERK

8. **Appointment of Archivist**

Dave Pooley was very apologetic that he was unable to attend this meeting but Cllr Such has no concerns after speaking to him and going through the Archivists role description, that Dave is the right person to take on this position. Cllr Such also advised the PC that the current storage box for the paperwork is far from ideal and will need to be updated to assist Dave with the archiving. (currently held at the storage facility in Ardleigh used by VillageLife) He suggested once he has passed the paperwork onto Dave, new storage boxes are purchased up to a value of £50.00 to enable a simpler solution. The appointment of Dave Pooley as the Stratford St Mary Archivist and the maximum spend on storage boxes of £50.00, was proposed by Cllr Baker and seconded by Cllr Cairns all voted unanimously.

BS

9. **Public Discussion, including County Councillor and District Councillors and Police/NHW reports**

Both Cllrs Swan and Carpendale had sent their reports and commented that it has been extremely quiet over the Christmas period. Cllr Carpendale went onto say that it is thought that Hadleigh Offices will close and transfer to Endeavour House by end May 2017. They will be attending a strategy meeting this week with regards to a price increase of £5 to Band D for this financial year. Cllr Such asked a question about the change of governance and then a discussion followed about scrutinising. Cllr Davies asked how BDC views the Babergh Alliance of Town and Parish Councils Group. Cllr Carpendale confirmed that most of the issues that the public currently have with BDC centre on planning. There does not appear to be any logical plan in place to cover what local people actually need.

With regard to Police and NHW matters, SSM had not had any issue with crime recently; although Higham had reports of several break ins on one night. Both Cllrs Davies and Barrell had completed the recent survey delivered by Tim Passmore. The Clerk has put this onto the website and completion deadline is 20th January.

10. **Councillors Reports**

Cllr Cairns asked about when the leaves were last cleared by the Council. Other Cllrs confirmed that it was in October, so quite recently. Cllr Cairns also asked for the review of the emergency plan to be put onto the March agenda and she will prepare a draft and forward to the Clerk ahead of the meeting.

HC

Cllr Davies wanted to ask Cllr Such to pass on his thanks to Brenda for the wonderful work she continues to do on the Millennium Garden.

11. **Planning**

We had received an appeal for the declined planning application to the property on Tally Ho Corner. This has now been circulated to all the Cllrs to view after the meeting.

12. **Correspondence**

Buckingham Party Garden party nomination received and it was agreed to complete this form for the Chairman and his wife to attend. Completed after the meeting, Clerk to send to SALC by 1st February.

CLERK

Finance

- (1) To approve the expenditure since last meeting. This was proposed by Cllr Cassell and seconded by Cllr Such. All Cllrs unanimously agreed.
- (2) Monthly cash flow analysis against agreed Precept. Confirmed to Cllr Baker that the breakdown of the reserves had been actioned as requested at last meeting.
- (3) To consider applications for funding – The councillors considered the applications received from the Open Spaces Society and St Elizabeth's Hospice but declined to offer any financial support. Whilst appreciating the good work these organisations do, councillors felt that any expenditure incurred had to be more closely linked for the benefit of village residents.
- (4) Precept 2017/18
The Clerk had prepared the financial figures and notes which were given to the Cllrs prior to the meeting. Some discussion was had about setting aside funds for the speed sign maintenance due to the high cost of batteries of £500.00 and to keep the Speed Gun separate as this is shared with Capel St Mary. Cllr Such mentioned about the Email Service Provider cost being added. It was also discussed about once the Playground reserve has been used to look at the finances and consider a new reserve being set aside for the Institute carpark. This will be reviewed at the Financial year end. Proposed Precept of £15,800 by Cllr Baker and seconded by Cllr Such all Cllrs agreed unanimously. The precept paperwork was then signed by Cllr Davies, Cllr Barrell and the Clerk and she will ensure that it is with BDC by the deadline date of 31st Jan 17

CLERK

Clerks Expenses

The Clerk wanted to clarify some items before putting an expenses claim in for July to December 2016. Broadband and phone connection agreed at £10pm, the Clerk suggested getting a pay as you go mobile for PC business which can then be passed to a Cllr in her absence. This is to be reviewed in 6 months' time. Expenses claim for £246.74 proposed by Cllr Barrell and seconded by Cllr Cassell. All in favour.

Date of next meeting

The date of the next meeting is Monday 13th March 2017 at 7.30pm

The Chairman closed the meeting at 8.50pm