



STRATFORD ST MARY PARISH COUNCIL

DRAFT

**MINUTES OF THE BI-MONTHLY MEETING OF THE PARISH COUNCIL HELD ON
MONDAY 13th March 2017 COMMENCING AT 7.30PM IN THE VILLAGE INSTITUTE, HIGHAM ROAD,
STRATFORD ST MARY**

	Action
<p>1. Present and apologies for absence.</p> <p>Cllr Bill Davies (Chairman); Cllr Roger Barrell (Vice Chairman); Cllr Shaun Baker; Cllr Brian Such; Cllr Hilary Cairns; Cllr Kevin Cassell, Cllr Graham Pearce, Cllr Lorry Shead and Cllr Richard Tilbrook.</p> <p>Members of the Public: 3</p> <p>Apologies received none</p>	
<p>2. Declarations of interest and dispensations.</p> <p>(1) To receive declarations of interest from councillors on items on the agenda. None (2) To receive written requests for dispensations for disclosable pecuniary interests (if any). None (3) To grant any requests for dispensations as appropriate. None</p>	
<p>3. To approve Minutes of a Parish Council meeting held on Monday 9th January 2017. 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.</p>	
<p>4. Matters arising from Minutes.</p> <p>(1) Land at Former Garage Site Lower Street</p> <p>Cllr Davies is continuing to work on the completion of the API form, he proposes to have the form ready for submission by the May meeting.</p> <p>(2) Drainage opposite the Swan PH</p> <p>With the heavy rain from two weeks ago this was still flooding and has again been reported to Cllr Jones to try and get some further action.</p> <p>(3) Training – Clerk/Councillors</p> <p>Cllr Cassell had attended his New Councillor training and reported that he enjoyed the course and found it very useful.</p> <p>(4) Play Area</p> <p>Cllr Baker reported that Haags had advised him they planned to start works on 13th April but this was after the original deadline dates set by Tesco</p>	<p>WD</p> <p>GJ</p>

and BDC. He is waiting for them to give him an earlier start date but has extended the deadline with Tesco's to end of May and BDC to end of April as a precaution. Cllr Davies to advise the regular hall users when the new start date is agreed as the contractors will have use of the WC facilities. The trees will need to be cut back near to where the zip wire is going and Cllr Cassell has offered to assist with this. Date to be agreed.

WD

KC/SB

(5) Tree Update

No updates and still waiting for BDC to plant the new trees outside 42 Strickmere.

(6) Millennium Garden

Cllr Such reported that the Spring tidy up had commenced and will be completed by the end of March. The removal of cuttings has become an issue and BDC have offered a brown bin which can be collected from the site. Cllr Such will organise this with BDC.

BS

(7) Proposed Removal of BT public phone boxes

We have had no update as to the planned removal of the phone box. Was recently vandalized and within a couple of days it was repaired and reinstated and the engineers had commented this had cost approx £1000. Can we assume that the box is to remain? Email Mel Harvey for update.

CLERK

(8) Flooding in School Lane into Magnolia House

Gordon Jones to arrange for John Simpson to come out again and inspect

GJ

(9) Deterioration of pavement outside the Church

This item has been reported and is on the agenda to be done.

5. **Clerks Report**

The Clerk had submitted her report to the Councillors prior to the meeting and Cllr Davies went through the items. The pathway along Lower Street reported via email from a resident had been dealt with within days of being reported on 10th March, positive feedback from the resident to say how impressed she was.

6. **Chairman's Comments.**

The Chairman raised the issue about the closure of Upper Street next week for 5 days. We need to establish what will happen to the buses as there are 4 bus stops affected by the road closure. Contact the contractors to find out what will be happening.

CLERK

7. **Pavements – Strickmere Estate**

Some parts of the estate have been done, but it has been fed back that it appears to be a patch up job. One resident had been told by the contractors that the plan is to come back in 2 months' time to do the whole estate again. Clerk to investigate this comment with SCC.

CLERK

8. **Hall Farm defibrillator**

Sue Lawrence gave a talk on behalf of the First Responders' who are looking to raise £1000 to help fund the defibrillator which has been donated by the family of the lady who sadly passed away at Hall Farm. They also want to purchase a training

defibrillator to enable them to train people at public events. They have been selling raffle tickets door to door and so far raised £750.00. They would like to raise another £300 to cover the cost of all the additional items needed and asked the PC if they would consider assisting financially. A discussion was then had and Cllr Cassell proposed the PC give £300 to the fund and this was seconded by Cllr Baker. All councillors were unanimously in favour. Cllr Shead suggested that they also contact Matt Carney at the Firework committee. Cllr Such advised that the VillageLife race night on the 1st April will be making a donation too. Clerk to arrange with Sue a cheque for £300.00 as an S137 donation. Sue thanked the Parish Council for their continued support.

CLERK

9. **East Bergholt Planning – SSM Parish Plan**

Cllr Barrell had raised the issue that we should reconsider producing a Parish Plan in view of the success that East Bergholt has had with overturning housing development decisions because it did not comply with their Neighbourhood Plan. They also now plan to overturn the 144 houses decision too on this basis. It was suggested we raise this issue at the APM to get the views of residents on this matter. Cllr Such will collate information on what is involved ready for our next meeting. Once Cllr Carpendale arrived she advised that BDC are encouraging parishes to have Neighbourhood Plans in place due to the weight that these can carry with planning decisions. She also advised however that these can be costly (£5000) to prepare, take up to 2 years to complete and that grants are available. It was concluded that there is a major difference between a Neighbourhood Plan and a Parish/Village Plan and we would discuss it at the APM on the 24th April to gain opinion from villagers present at the meeting.

BS

10 **Post Office Closure**

Cllr Davies had previously advised the PC and was of the opinion that most people are now aware that the PO and shop are due to close at the end of April 2017. There are three elements of the shop, PO counter and the sorting office affected. The sorting office is to be transferred to Manningtree, the shop is being taken over and transferring across the road to the garage. Cllr Shead raised the point that this may cause issues with children crossing the road to use the shop before/after school. The Post Office counter is a separate business to the sorting office and the garage has written to the PO to state that they would also like to take this on. A letter had been sent last week and they have yet to hear back. The Cllrs agreed that the PC should write to say that they would like to see a PO remain within the village. Clerk to compose a letter and send to PO.

CLERK

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

A member of the public raised an issue about the footpath at the side of A12 heading towards the 4 sister's junction and how overgrown and inconvenient this is for cyclists in particular. The previously reported pothole outside Matthews Close was flagged again and several potholes at the four sister's junction off the A12 East Bergholt junction heading northbound.

CLERK

Cllr Jones was asked about the collapsing bank and grass verges in Higham Road approximately 100 yards north of the Institute Hall following a letter he had received from a nearby resident who is concerned at their deterioration as a result of much heavier traffic volumes recently. A site meeting had taken place and Cllr Jones agreed to refer the matter to SCC Highways Department for further consideration. The issue with the overgrown hedging outside Matthews Close was raised and Cllr Jones suggested that we consider having the hedging completely removed to avoid this being an issue every year and that just the two trees remain. He will look into this as the Councillors agreed this to be a good solution.

GJ

Cllrs Carpendale and Swan had previously sent their reports to the PC. Cllr Carpendale commented about the changes to the planning charter affected in November 2016, she has raised her concerns about the changes and will advise once she has a response. BDC/Mid Suffolk is moving to Endeavour House in September, Sudbury Town Hall will become a drop in centre for the public and there

GJ

SC

will be one telephone number.

Cllr Davies advised that he is attending the SNT meeting on 15th March and he will raise the matter that there has not been a crime report since December 2016.

WD

12 **Councillors Reports**

Cllr Davies commented on the two trees that had blown down during Storm Doris. One by the Stour River opposite Valley House and one along Millennium Avenue on the right as you come into the village from Ipswich. Clerk to report these to the relevant authorities.

No other Councillors had any other reports to make.

CLERK

13 **Planning**

A planning meeting for B/17/00202 Priest House has been arranged for Saturday 18th March and any other applications that have subsequently been received can be added to the agenda on the day.

14 **Correspondence**

Letter received from James Cartlidge MP with regards to the safety concerns at the 4 sister's junction on the A12. This was read out and we shall await further news of a date of the meeting for the Parish Council to attend with John Hayes MP, Minister for the Department of Transport.

15 **Finance**

- (1) To approve the expenditure since last meeting. This was proposed by Cllr Shead and seconded by Cllr Baker. All Cllrs unanimously agreed.
- (2) Monthly cash flow analysis against agreed Precept.
- (3) To consider applications for funding – No others received other than the First Responders request from this evening.
- (4) The renewal of the grounds maintenance contract from Vertas was considered and proposed for acceptance by Cllr Barrell and seconded by Cllr Cairns. All other Councillors were in agreement.
- (5) HMRC – The Clerk advised that following conversations with both HMRC and the internal auditor at SALC that it is not necessary for the PC to be registered for PAYE as an employer due to the Clerks Salary not incurring tax. If the PC are satisfied that all evidence of the Clerks salary is recorded and that no tax is due then this will be satisfactory for audit purposes. The PC discussed and acknowledged that they are happy with the current transparent arrangement. This was proposed by Cllr Cassell and seconded by Cllr Tilbrook. All agreed unanimously. The Council then went onto to discuss the non-provision of a pension for the Clerk. The Clerk is aware that it is the duty of the PC to offer their staff a work place pension, but that this is not something she currently is expecting. The PC will review this annually for discussion again, but the non-provision of a pension and annual review was proposed by Cllr Pearce and seconded by Cllr Cairns, all Cllrs were in agreement

Date of next meeting

The date of the Annual Parish Meeting is Monday 24th April 2017 at 7.30pm

The date of the next Annual Parish Council Meeting is Monday 8th May at 7.30pm

The Chairman closed the meeting at 9.05pm