



# STRATFORD ST MARY PARISH COUNCIL

## DRAFT

**MINUTES OF A PARISH COUNCIL MEETING HELD ON  
MONDAY 11 SEPTEMBER 2017 COMMENCING AT 7.30PM IN THE VILLAGE INSTITUTE,  
HIGHAM ROAD, STRATFORD ST MARY**

1.	Prior to commencement of the meeting the Chairman sought approval for the addition of two recently received additional planning items. This was agreed unanimously.	Noted
2.	<b>Present and apologies for absence.</b>	<b>Action</b>
	Bill Davies (Chairman); Roger Barrell (Vice-Chairman); Graham Pearce; Richard Tilbrook; Shaun Baker; Brian Such; Lorry Shead; Kevin Cassell, Gordon Jones (County Councillor); Sue Carpendale (District Councillor); Fenella Swan (District Councillor); 5 Members of the Public:	
	<b>Apologies: -</b> Cnclr.. Hilary Cairns; Jenny O'Hanlon (Clerk)	
3.	<b>Declarations of interest and dispensations.</b>	
	(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.	
4.	<b>To review and if appropriate to approve, the minutes of the annual meeting of the Parish Council held on Monday 10<sup>th</sup> July 2017.</b>	
	The Minutes having been circulated to all Councillors prior to the meeting were proposed for acceptance by Sean Baker, seconded by Kevin Cassell and approved unanimously.	
5.	<b>Matters arising from the minutes</b>	
	1. Land at former garage site Lower Street – API form. The Chairman reported that this had now been submitted. There is currently no indication when a response might be expected.	
	2. Drainage opposite the Swan PH: No recent incidents. Suggestion that dispersal of water had been improved. Continue to monitor	Cnclr. Such
	3. Strickmere Estate Pavements: It was noted that the water stopcocks had been uncovered but that other remedial work remained outstanding. Continue to monitor.	Cnclr. Cassell
	4. Play area – Insurance liability re zip-wire: The faults referred to in the inspection report are believed to have been corrected but the correction reports have not yet been received. Inclusion of zip-wire in insurance specification to be confirmed. (See Clerks report)	Clerk
	5. Flooding in School Lane into Magnolia House: No recent incidents	
	6. Deterioration of pavement outside the Church.: Still awaiting action.	Cnclr Jones
	7. Post Office/ Village Shop: Shop now operational but a decision with regard to the relocation of the PO counter is still awaited from the Post Office.	
	8. Grass cutting issues raised at APM: This has been said to be on a 3 weekly cycle. Actual cutting dates recorded as 18/07, 15/08, 11/09 and has generally	

	improved since June. Continue to monitor	
	9. Overgrown trees and shrubs outside the Gables on approach road to A12. Still poses a visibility problem. This has been referred to County Councillor Gordon Jones and reported to highways.	Cnclr Jones
	10. Tree update - Stump at Kenyon close: Still not removed. (See Clerks Report)	Clerk
6.	<b>Clerk's Report.</b>	
	The Clerk had circulated her report prior to the meeting and this was reviewed and accepted unanimously: It was noted that many of the items reported were also topics on this agenda.	
7.	<b>Chairman's Comments.</b>	
	The Chairman reported on his attendance at a recent police meeting at which it had been confirmed that crime was generally low in the area, with the main topic for complaint being that of speeding. The Chairman confirmed that he would be attending the next meeting on 25 <sup>th</sup> September.	Chairman
	The Chairman also informed the meeting of a Town and Parish briefing meeting to be held at Holbrook Academy on 21 <sup>st</sup> September. He confirmed that he would attend	Chairman
	The Chairman commented on the completion of installation of the new lock gates at Stratford lock, referring to the report televised on Anglia News. He also reported that the new bridge at the weir, giving access to the lock had been completed.	
8.	Overflowing litter bins at Millennium Avenue : It was agreed that the clearance of the bins appears to have improved in that there had been no recent reports of overflowing waste.	
9.	Litter picker vacancy. There was agreement to advertise the vacancy at £7.85 per hour	Clerk
	Clerk to be asked to send a letter of thanks to retiring litter picker,	Clerk
10.	<b>Institute playing field and car parking facilities</b>	
	Various issues raised in relation to maintenance of the <b>Institute playing field</b> were discussed as follows:	
	Pitch refurbishment: The general wear and tear was acknowledged but it was suggested that some of the damage might also be from the chemical toilets used in the caravans that visited the field . It was agreed that the Hall committee should be requested to bring this to the attention of the caravan users, seeking their cooperation in ensuring that this did not happen. It was agreed that quotes for pitch refurbishment , including the relocation of the goal posts and the fitting of nets, should be sought.	Chairman  Cnclr.Such
	The reduction in field size and general untidy appearance of the field resulting from the increase in peripheral vegetation was discussed. This had been previously considered by some councillors at a site meeting at which Cnclr Such had undertaken to obtain quotes for cutting back the vegetation. He reported that he had received one such quote for an initial cut back and ongoing twice yearly maintenance cuts and that he was meeting a second contractor at the field during the coming week. He confirmed that he would obtain three quotes and report back to the next meeting.	Cnclr.Such
	Condition of bench located in the corner of the field: It was agreed that refurbishment should be considered although it was noted that other benches in village (e.g. at the millennium Garden) were in much the same condition. Cnclr. Such to obtain quotation for refurbishment, as a guide to potential cost.	Cnclr.Such
	<b>Institute Car parking.</b> Complaints from hall users about the available car parking spaces being filled by others not using the hall had been received. It was confirmed that staff at the adjacent Nursery School had for some time been permitted to park on the Institute forecourt for a consideration (membership of the 100 club). However ownership of the School had recently changed and it might now be appropriate to consider a charge for such a parking arrangement (possibly up to 4 cars at £100 per year each). Councillors expressed some concern at the legal position and possible liability that might arise from making such a charge as well as the potential cost of parking space marking and the difficulty of monitoring usage. It was noted that the problem might only be temporary, caused by recent refurbishment at the Nursery School and it was agreed that the situation should be monitored but that an approach should in any case be made to the Nursery requesting	Chairman

	that they park responsibly. The Chairman also undertook to seek legal advice from SALC this issue which will be reviewed at a subsequent meeting.	
11.	<p><b>Parish Plan</b></p> <p>Cnclr. Such referred to discussion on this topic at a previous meeting and to his briefing paper on Parish Plans made available for the July meeting. He said that he was aware that preparation of a plan had been considered in the Parish before, but had not proceeded due to lack of interest and support from residents but that he believed that given the current increase in pressure for the development of new housing in the district, the matter should be reconsidered. He confirmed that he would be prepared to undertake some preparatory work on this but that he was seeking some assurance from the Parish Council of ongoing interest and support, before doing so. Cnclr. Cassell offered to work with Cnclr. Such on this and there was general support for their doing so.</p>	Cnclrs. Such & Cassell
12.	<p>Babergh and Mid-Suffolk joint development plan.</p> <p>The Chairman drew the meeting's attention to the substantial report recently issued and to the apparent decision to designate Stratford St Mary as a 'core village' notwithstanding the fact that by the reports own criteria, the village should be designated as a hinterland village. He said that objection had been lodged to the decision that Stratford St Mary should be classified as 'Core'. There was unanimous agreement from councillors on this point.</p>	
	District Councillor Carpendale made reference to the potential influence of the A12 corridor and the Essex border in this situation and also to the fact that Stratford St Mary could be considered to be in the Ipswich Housing area. She agreed that the development of a Parish Plan/ Housing Needs survey could help in this situation.	
	The Chairman proposed that guidance be sought on how to pursue a response to the lodged objection.	Chairman
13.	<p><b>Public Discussion, including County Councillor, District Councillors .</b></p>	
	District Councillor Sue Carpendale referred to her issued report referring to the issues in relation to contact with planning officers that it reported. She also drew attention to the imminent move of the District Council to Endeavour House in Ipswich which was expected to improve cooperation between departments. She confirmed that future planning meetings would be held at Endeavour House.	
	<p>District Councillor Fenella Swan spoke to her previously circulated report in which she drew attention to the continuing reduction in Central Government funding to Local Councils.</p> <p>She also referred to the Babergh project that has generated £275K of income from the electricity generated by Solar PV. This is up almost 70% on the previous year. The project has reduced CO2 emissions and tenants who have the panels fitted on their roof, benefit from free day-time electricity.</p>	
	<p>County Councillor Gordon Jones whose report had also been previously circulated drew attention to the Cabinet meeting on 12<sup>th</sup> September at which a paper is being presented recommending consultation on a proposal to reduce the home to school transport provision to the statutory minimum. If the paper is approved the consultation will start at the beginning of October and run to 22<sup>nd</sup> December 2017, with a subsequent paper being presented to Cabinet in March/April 2018.</p> <p>With regard to ongoing local issues, such as the drainage problem at the Swan, the flooding and maintenance of pavements in Strickmere and overgrown vegetation on the A12 slip road, Gordon reported that a new management structure was now in place and that he would provide details after this meeting.</p> <p>He confirmed that the visit by the Minister to inspect the A12 slip roads had taken place and that a report was awaited.</p>	Cnclr. Jones
	Public comment	
	1. Drainage issues. Strickmere drains are all soakaways which have not been cleared out in probably the past 40 years. Gordon Jones to request an inspection by Highways.	Cnclr. Jones
	2. Hedge at Anchor Car Park now overgrown. Said to be council responsibility	
	3. Old Kings Arms: Overhanging Ivy. To be inspected.	
	4. Footpath Spanbies/ Tally Ho to the Anchor, again overgrown and wood chippings left along school fence from previous clearance has effectively reduced the height of the fence to less than the permitted minimum. This has been raised in an Offstead inspection report.	Clerk

	5. The clearance of previously reported overgrown vegetation at the cycle lane on A12 was confirmed. Said to have made considerable improvement.	
	6. Overgrown hedges on school lane Council to bring to attention of landowner	Clerk
14.	<b>Councillors' Reports.</b>	
	Previously reported black car parked on School lane. Now removed.	
	<u>Tractors speeding through village. Letters requesting considerate driving to be sent to principal land owners.</u>	Clerk
	Arborial matters. Complete change to the team at Babergh. Tree Warden to attend East Anglian Tree Warden Conference at end of September.	Cnclr Such
	Cnclr. Cassell, commented on apparent lack of control/ influence over contractors by Suffolk County Council, referring to the recent example of the poorly managed weedkilling and resurfacing of the pavements on the Strickmere estate. He suggested that this indicated an apparent lack of auditing by the council. Gordon Jones confirmed that there was a process of random auditing but that this would not eliminate all instances of poor performance.	
15.	<b>Planning – To discuss any planning applications that may be received prior to the meeting.</b>	
	Boathouse, Lower Street, Tree management. Acceptance proposed Cnclr. Such, Seconded Cnclr. Barrell and agreed unanimously	
	Lowlands, Upper Street, Tree management. Acceptance proposed Cnclr. Barrell, Seconded Cnclr.Cassell and agreed unanimously.	
	7 Lower Street, New Garage to rear. Acceptance proposed Cnclr. Pearce, Seconded Cnclr.Cassell and agreed unanimously.	
16.	<b>Correspondence – To discuss items of correspondence received since the last meeting.</b>	
	(1) Insurance. The Chairman reported notification of a change of Broker. No policy changes involved.	Noted
17.	<b>Finance</b>	
	(1) To approve expenditure since last meeting.	
	The expenditure sheet had been circulated to Councillors prior to the meeting and this was proposed for acceptance by Cnclr.Shead, seconded by Cnclr.Baker and the vote was carried unanimously.	
	(2) Monthly cash flow analysis against agreed Precept.	
	Reserve sum of £1300 not apparent. To be checked.	Clerk
	Councillors had no further comments to make.	
	(3) To consider applications for funding.	
	(i) Fireworks Committee: Funding of £500 proposed by Cnclr. Barrell, Seconded by Cnclr Such and approved unanimously. Cnclr. Such however expressed some concern at the Fireworks Committee practice of donating any surplus from the event to local charity. He suggested that as a matter of good governance, the Parish Council (as contributors) should be made aware of future intended beneficiaries of such donations, prior to them being made.	Clerk
	(ii) Santander accounts. The necessity of having separate accounts for current expenditure and reserve funds was raised and discussed. This matter to be investigated and considered again.	Clerk
18.	<b>Date of next meeting</b>	
	The date of the next meeting is Monday 13 <sup>th</sup> November commencing at 7.30pm	
	There being no further comments to make the meeting closed at 9.26pm	

