



# STRATFORD ST MARY PARISH COUNCIL

**MINUTES of the Meeting held at Village Institute, Higham Road, Stratford St Mary at 7.30pm on Monday 9<sup>th</sup> March 2020.**

**PRESENT:**

Cllr W Davies - Chairman  
Cllr R Barrell – Vice Chairman  
Cllr R Tilbrook  
Cllr B Such  
Cllr P Alexander  
Cllr N Woodard

**IN ATTENDANCE:**

J O’Hanlon - Clerk  
  
District Cllr John Ward  
County Cllr Gordon Jones (8.05pm)  
One member of the public

**DRAFT**

**01.03.20 APOLOGIES FOR ABSENCE**

**ACTION**

Apologies for absence were received from Cllr Lorry Shead

**02.03.20 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.

**03.03.20 TO APPROVE THE MINUTES OF THE MEETING HELD ON 13<sup>th</sup> January 2020**

**Decision** – the minutes of the Parish Council meeting held on 13<sup>th</sup> January 2020 were approved as a true record and were duly signed by the Chairman. Proposed by Cllr Such and seconded by Cllr Tilbrook.

**04.03.20 To CONSIDER APPLICATIONS TO FILL VACANCIES ON THE PARISH COUNCIL**

There having been no applications the Chairman asked the Cllrs to continue to ask neighbours or friends to consider applying and for the Clerk to put an advert on our noticeboards and on our Facebook page.

**CLERK**

**05.03.20 MATTERS ARISING FROM THE MINUTES**

- (1) **Drainage opposite the Swan Public House. Decision:** Drains were not satisfactory. Continue pursuing Suffolk Highways for remedial work. Cllr Jones had visited the site after rainfall and not witnessed flooding. He asked for photographic evidence to be logged online next time it occurs. Cllr Such agreed to do this

**GJ/BS**

**06.03.20 CLERK’S REPORT**

The Clerk had previously circulated her report. Comments received as follows:

**Annual Parish Meeting. Decision** – it was agreed for the Clerk to produce a leaflet for the Annual Parish Meeting on 1 April 2020 for the Cllrs to distribute. Clerk will also contact Luke Mussett to see if he will be attending to advertise guest speaker. Julie Alexander will give a presentation on the Open Gardens event.

**CLERK**

**Noticeboard at The Anchor.** Clerk reported that lock on the noticeboard was not working. Cllr Barrell had previously repaired this but will take another look at it.

**RB**

**GDPR.** In line with Clerk's proposals, Cllrs Such and Shead will ensure Councillors cease using personal email addresses for parish council business and transfer to parish council email addresses. A GDPR statement will be loaded onto website. This item remained outstanding from the last meeting and Cllr John Ward confirmed that this does need to be dealt with and Cllrs do need a separate PC email address to keep everything separate.

**CLERK/BS/LS**

**Street Lights.** A discussion was had about the streetlights and why some had not been changed when the bulk of Strickmere had been renewed. Clerk will investigate this.

**CLERK**

### **07.03.20 CHAIRMAN'S COMMENTS**

(1) Chairman welcomed Jenny back as the new Clerk.

(2) Chairman confirmed he had attended the following meetings:

Babergh Town and Parish Liaison Meeting on 5<sup>th</sup> February at Capel St Mary

Babergh East Police and Parish Forum meeting on 12<sup>th</sup> February in Pinewood.

It was agreed to rotate the attendance of the next Babergh Area Forum meeting and Cllr Such volunteered to attend on 16<sup>th</sup> March at Hadleigh.

**BS**

### **08.03.20 CORRESPONDENCE RECEIVED SINCE THE LAST MEETING:**

1. Vertas contract renewal of £591.01 plus VAT was accepted and Clerk to renew the contact with them proposed by Cllr Barrell seconded by Cllr Woodard .

**CLERK**

Cllr Such commented that we should also ask them to ensure that the edges are done to prevent the issue we had with overgrowing last year. Can we also contact them for a quote to include the cutting at The Swan, once this has become our responsibility.

**CLERK**

2. Email from BDC advising of the increases to costs of litter and dog bin emptying. Cllr Such commented about the dog bins reaching capacity quickly particularly in the bin by the Weir. Proposed for acceptance by Cllr Barrell and seconded by Cllr Woodard.

3. Email from Tim Germain about the Parish Council purchasing a new "conversation" Bench. Discussion about the location, Island by lock gates, Millennium Garden or the new land by the Swan. £1500 to support the project requested from PC. Agreed to be in support of the project but more information needed and something we could look to precept for next year. Proposed Cllr Such seconded Cllr Woodard.

4. Letter received from Plug n Go with regards to electric vehicle charging points. Discussion about the merits of this for SSM. Cllr Such agreed to investigate this matter further for the PC and Cllr Ward confirmed that he would advise us of other Parish Councils within BDC that have considered this option.

**BS/JW**

### **09.03.20 JOINT LOCAL PLAN AND NEIGHBOURHOOD PLAN**

Cllr Such advised that he will continue to look into this matter over the coming weeks and that Holton will be discussing this at their PC meeting on Wednesday this week. Cllr Such asked for this item to remain on agenda.

### **10.03.20 PUBLIC FOOTPATHS:**

Cllr Such reported that the path by Cage House has been cleared but is extremely muddy and slippery and he

had in fact fallen over here. Work is needed by BDC but they state that this is not high priority for them to deal with. Cllr Such will report again. BS

#### **11.03.20 LEASE OF NORTHUMBRIAN WATER (NWL) LAND OPPOSITE THE SWAN.**

Cllr Such had produced a risk assessment which he gave to the other Cllrs for consideration. The Cllrs have agreed following the answers by NWL to our questions from the previous meeting, to take on responsibility for the land. Clerk to sign the licence agreement and send off to NWL.

Proposed by Cllr Such and seconded by Cllr Woodard. CLERK

Cllr Such asked the Cllrs to look at the Risk Assessment and give him feedback, he also proposed to undertake an onsite risk assessment with Cllr Woodard at the site at the Swan and would bring this back to the other Cllrs for consideration at the next meeting. BS/NW

#### **12.03.20 LAND ADJACENT TO VILLAGE INSTITUTE.**

Cllr Davies had passed onto all other Cllrs the report from Birketts in relation to the proposal of the gifted land either to the Institute Charitable Trust or the Parish Council. It was discussed that as the Trust had a meeting arranged for 20<sup>th</sup> March that this should be on their agenda, but that they also given an opportunity to look at it prior to the meeting. It was also agreed that the landowner should be allowed to see the report and advised about the Trust meeting. BD

**Decision** It was proposed by Cllr Barrell that whether the Trust or the Parish Council are gifted the land the Parish Council should consider covering the cost of maintenance in the future. Proposed Cllr Barrell seconded by Cllr Woodard, all in agreement

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

Cllr Such reported that we are still awaiting an announcement.

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

Councillors had submitted their reports for February and March which had been circulated by the Clerk.

(1) **County Councillor Gordon Jones.** Cllr Jones gave a verbal summary of his report. Update on Corona Virus. Advised to report the footpaths on the website with photos. Cllr Such will forward to Clerk to action. BS/CLERK

(2) **District Councillor John Ward.** Cllr Ward added that the planning team had been awarded a Silver national award for their use of technology. Budgets had been approved and council tax going up by average £5 pa and council house rents going up by 2.7%.

(3) **Police/Neighbourhood Watch Report.** Chairman reported about a theft from the Church of brasses and Cllr Alexander advised that the police are now looking at the CCTV.

#### **15.03.20 PUBLIC DISCUSSION.**

Three items were raised by the member of public present.

1. The danger at night time negotiating the corner by The Kings Arms as the light is obscured by vegetation. Clerk to contact the owner and ask them to cut it back to ensure light shines onto road. CLERK

2. The drains in Upper Street opposite the parish rooms, Cage House and the Vets are all blocked and needs to be reported to avoid flooding. Clerk to contact Highways. CLERK

3. Dog excrement is extremely bad in all areas of the village and is antisocial. Clerk to put a reminder in the Quartet to dog owners to clear up after their dogs and in particular children walking dogs and not allowing dogs to foul on others front gardens. CLERK

#### **16.03.20 PARISH COUNCILLOR REPORTS**

(1) Cllr Woodard advised that the signs advertising the chip van, which are supposed to be temporary and put out purely on the day of the van visit are permanent and illegal. Clerk to produce a letter advising chip van owner to remove them or we shall do so. Cllr Woodard agreed to deliver the letter once it has

been prepared.

CLERK/NW

(2) Cllr Such gave feedback on the AONB meeting that he had attended.

He also advised that the SSM community trust need another trustee from the Parish Council to fulfil its mandate. Cllr Woodard is happy to volunteer to become trustee, proposed by Cllr Such and seconded by Cllr Alexander. All agreed.

(3) Cllr Woodard reported that the River Authority will be sending clarification details to all about which boats need a licence to use the Stour.

(4) Cllr Barrell advised that the streetlights which are owned by the Parish Council are becoming old and it will become increasingly difficult for repairs as parts will not be available. The Parish Council will need to start budgeting to have the lights replaced. Clerk to check about costs or how this can be achieved. **CLERK**

(5) Cllr Davies reported about complaints we have had about a car constantly being left parked across the pavement by Church View Cottage on School Lane. Clerk to write to the residents asking to be considerate to pedestrians particularly those with pushchairs or wheelchairs. **CLERK**

A 30mph speed sign has fallen on Dedham Road and needs to be repaired. Clerk to report **CLERK**

Complaints received from Institute Hall hirers that they cannot get in the car park. It appears that Orchard Barns may be overusing their allowance of 4 spaces as up to 9 or 10 cars are often parked here. Letter to Orchard Barns via Clerk to advise them. **CLERK**

Clerk to contact Highways to establish why not all streetlights on Strickmere were replaced. In Swaynes

Tenterfield and outside Primary School. **CLERK**

#### 17.03.20 PLANNING APPLICATIONS

DC/20/00846 – Tree work at Pantiles

Cllr Such commented on his disappointment at the reduction of the tree crown by 25% but also wanted to enquire that when the work was done the wood was taken away or chipped but not burnt on site.

Clerk to put a comment on the planning portal that neighbouring properties are concerned about this. **CLERK**

DC/20/00881 – Erection of extension at The Orchard, Upper St

Cllr Davies reported that he had spoken to the neighbouring property owners and their concerns over any overlooking windows have been addressed and that the applicants are due to raise overshadowing and loss of light concerns from their neighbours with the Architects.

#### 18.03.20 FINANCE

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

the expenditure sheet had been circulated to Councillors prior to the meeting. **Decision** – expenditure of £2,012.62 was approved.

(2) **Monthly cashflow analysis against agreed Precept.** Reserve for carpark should state £2800 not £2000

Clerk to get this altered. **CLERK**

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

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

Community Action Suffolk renewal had been received with a request for a voluntary donation, which the PC have given in past years. **Decision** To renew with no donation, all agreed. **CLERK**

(5) **To discuss and vote on new internal auditor Julie Laws, Parish Clerk Capel St Mary**

**Decision** – It was decided that as Julie offered this service at half the cost of SALC £125 the Parish Council would instruct Julie to carry out our internal audit this year. Proposed Cllr Woodard seconded Cllr Alexander All agreed. **CLERK**

(6) Street lighting invoice of £1077.82 proposed to accept by Cllr Barrell and seconded by Cllr Such, all agreed.

Clerk to advise Highways

**CLERK**

Cllr Such asked if he still had some funds available to spend on the Millennium garden. He has a £60 invoice for the work already done on the grit bin area. Agreed to send to Clerk for payment. **BS/CLERK**

Also requested £50 to spend on the garden in respect of the Open Garden event coming up. All in agreement with this request.

The Orchard Barns new licence had been received today from Jeremy Millard and all agreed that this was acceptable, and he could send this onto Orchard Barns for signature. Proposed by Cllr Barrell and seconded by Cllr Such. Clerk to Advise

**CLERK**

**19.03.20 DATE OF NEXT MEETINGS:** APM Wednesday 1<sup>st</sup> April 2020 at 7.30pm. Annual Meeting of the Parish Council 11<sup>th</sup> May 2020 at 7.30pm

Meeting closed at 9.15pm.