



# STRATFORD ST MARY PARISH COUNCIL

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IP9 2XE

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## Chairman

Roger Barrell

**Meeting of Stratford St Mary Parish Council held on Monday  
9th September 2024, at the Village Institute, Higham Road at  
1930hrs.**

## MINUTES

### **PRESENT:**

Cllr D Robinson – (acting Chairman)  
Cllr W Davies  
Cllr M Pearce  
Cllr Shead  
Cllr G Robinson

### **IN ATTENDANCE:**

F Hall – Clerk  
6 member of the public  
District Councillor John Ward  
Peter Watson – Community Safety Officer  
County Councillor Georgia Hall

#### **01.09.24 Present and apologies for absence.**

Apologies received from the Chairman Roger Barrell and Cllr Wright.

#### **02.09.24 To accept members declarations of interest in accordance with the Council's code of Conduct.** Cllr D Robinson and Cllr Davies are trustees of the Village Institute Committee.

#### **03.09.24 To approve Minutes of the meeting held on 8<sup>th</sup> of July 2024.**

The minutes of the meeting held on 8th July 2024 were approved as a true record and were signed by the acting Chairman. Proposed by Cllr Shead, seconded by Cllr G Robinson, all in favour.

#### **04.09.24 To discuss if the PC has received any applications to fill the 2 vacancies on the Parish Council.** No applications have been received.

#### **05.09.24 Public Forum and receive reports from the District and County Councillor**

Councillors had submitted their most recent reports which had been circulated by the Clerk and are also available to view on the Parish Councils website.

  
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District Cllr Ward highlighted that the holiday community fun days were well attended again this year and that there are going to be changes to waste and recycling collections which will come into effect by March 2026 due to government legislation, Babergh will be sending out information in the post with regards to this.

County Cllr Hall highlighted a new scheme called Suffolk plug in where village halls could apply for EV chargers.

A Parishioner raised the plastic cover on the front of The Anchor – District Cllr Ward advised that there is an active enforcement case and he will get a update.

Issues raised with HGVs going down Higham Road was raised, there is tractor damage to the ditch so the stream is running down the road. Cllr D Robinson advised that the PC have written to P G Rix and they have responded to advise that they were not aware that any of their tractors had caused the damage, but they could repair the ditch but would envisage this being a job for Highways. To safely carry out repair work would require a road closure / traffic light system being in place. County Cllr Hall will speak to Highways and revert.

A Parishioner raised that a house in Strickmere has had grey windows put in – District Cllr Ward will ask a planning officer to check if there are any restrictions on the type/ colour of windows on Strickmere that people can have and will revert.

Agenda item 09.09.24 – a Parishioner raised that they do not want the PC to use public money to rent land. County Cllr Hall advised that Suffolk County Council are trying to arrange a site meeting with The Swan.

Peter Watson who is the Community Liaison Officer from Babergh gave a short presentation on his job role – presentation is attached to the minutes. Although he is employed by Babergh he also works closely with the police. If anyone would like his contact details, then please contact the Clerk.

#### **06.09.24 Weir Bridge**

The PC have requested that Georgia Hall the Suffolk County Councillor help us to resolve the issue of ownership of the footbridge by the Weir, denied by both Suffolk and Essex County Councils. It is for the respective county councils to resolve this issue, as it is outside the PCs remit. We have requested this is dealt with before the onset of winter as it is the slippery surface that causes issues. County Cllr Hall advised that the Weir Bridge is showing on the interactive Essex map so they should be dealing with this. County Cllr Hall agreed that she would approach Essex County Council and revert to us with an update. PC all in agreement that a notice should be put up on the bridge – Caution slippery when wet. Cllr Davies proposed purchasing a sign max expenditure of £20, Cllr Shead seconded, all in Favour. GR

#### **07.09.24 B1029 Dedham Road, Stratford St Mary, Flooding Issues**

County Cllr Hall advised that there was no update on this – it is still in the motion of being looked at.

#### **08.09.24 Footpaths**

Anchor footpath reinstatement of public footpath sign – County Cllr Hall advised that there was no update on this. Cllr D Robinson advised that there is already a post there where the original footpath sign was and he will take some pictures and send onto County Cllr Hall.

#### **09.09.24 Demarcation of the pavement past the Swan car park and Swan House, parked car issues**


Issues have been raised to SCC and the owner of The Swan. The owner of The Swan has asked if Northumbrian Water would consider setting aside paying parking bays in the pumping station grounds to help with the issue. Proposal that the PC rent further land and insure, which Babergh may be able to help us with. The Chairman Roger Barrell had a meeting with The Swan and notices about parking have been put up in the windows and residents have reported that members of staff are coming out when cars are parked on the pavement. Agreed this is an ongoing item and need to see what The Swans proposal is for parking.

#### **10.09.24 Proposal to make the B1029 from SSM to Dedham more pedestrian friendly**

Proposal has been sent to both the County Councillor and the District Councillor. County Cllr Hall advised that a site visit has been done but concluded that there is no room for a footpath to be made. Options of signage and other possibilities are being look at.

#### **11.09.24 Planning Applications**

Discuss any planning applications that have been received.

  
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## APPLICATION FOR PLANNING PERMISSION - DC/24/03589

Proposal: Householder Application - Erection of single storey rear extension.

Location: 35 Strickmere, Stratford St Mary, Colchester, Suffolk CO7 6YG

Comments to be made by 12.09.24

PC in agreement no comment required.

### 12.09.24 Chairmans comments

The acting Chairman thanked Cllr Pearce for his work with the new speed camera, thanks were given to Cllr Shead for the pictures of the tractor damage in Higham Road and to Cllr G Robinson and County Cllr Hall for the deer signs.

### 13.09.24 Correspondence and Clerks Report

29.07.24 - Locality grant received from Babergh of £500 for the Village Institute Committee to help towards the acoustic panels. Cheque raised for the VI. Noted

05.08.24 - £1,487.20 cleansing grant payment received from Babergh. Noted

Village Institute and land title deeds – I have sent Land registry a form to amend the address and they are now asking for a ID1 form to be completed and my identity to be confirmed. Identity confirmation is being done via Ross Coates solicitors. Noted

### 14.09.24 Finance

(1) To approve the expenditure since the last meeting and to receive a financial report from the RFO including balances at bank. The expenditure sheet, financial report, bank statements, accounts and reconciliations were circulated to Councillors prior to the meeting – copy of expenditure sheet and financial report are attached to the minutes. Proposed by the Cllr D Robinson, seconded by Cllr Shead, all in favour. **Decision** – expenditure of £10,227.20 from 09.07.24 to 09.09.24 and balance at the bank at 31.08.2024 - current account is £2,225.73 with £130 uncashed cheques and the reserve account £22,832.90 was approved by all.

(2) **Monthly cashflow analysis against agreed Precept.** No comment

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

(4) **Changing bank accounts to Barclays bank** – Clerk advised that this is ongoing.

(5) **Subscription renewal received from Open Spaces of £45** – Cllr Shead proposed to renew, Cllr Davies seconded, all in favour. Clerk

### 15.09.24 Grass cutting

Cllr G Robinson advised that a quote has already been received from Vertas of £300 per cut. Babergh have agreed to the PC doing interim cuts so now we have a contact and costings we can do this if needed next year. Cllr G Robinson is waiting for Baberghs cutting schedule so we can react timely if interim cuts are required.

### 16.09.24 Earmark Reserves

Current amount in reserve account as of 06.09.24 is £16,853.11 - £2,373.05 is CIL money which us to be used for repainting the lamp posts so this leaves £14,480.06 not earmarked for anything. Cllr D Robinson proposed to earmark £6,000 for legal reserves and £1,000 for grass cutting, Cllr G Robinson seconded and all in favour.

### 17.09.24 The River Garden


A copy of the new licence agreement has now been received which confirms that the bollard installation can go ahead – licence reviewed and all in agreement to ask if the licence agreement can be made for 5 years rather than 1. Clerk to write to Savills. Clerk

### 18.09.24 Electric Pylons campaign – National Grid Norwich to Tilbury project

The statutory consultation has now finished – the PCs report can be found on the website. No other updates.

### 19.09.24 Village Institute and Institute Committee

Play area repairs – Cllr D Robinson advised that the repairs have now been done, new chipping

  
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have been laid, new gate etc.

Update received from Village Institute representative after the meeting - booking secretary has changed as Steve Kite is leaving, floor has been refinished, thanks to the PC for the donation towards the acoustic panels, play area has been refurbished ready for handover, new fees have been announced, handyman has been sourced to attend to some long overdue external maintenance.

**20.09.24 Re painting of Parish Council owned lampposts**

Cllr G Robinson advised that a quote had been obtained for number stickers for the PC owned lamp posts of £60. Cllr G Robinson proposed the expenditure for this, Cllr Pearce seconded, all in favour. GR

**21.09.24 Millennium Garden maintenance**

Maintenance of Millennium Green is no longer being undertaken by Mr & Mrs Such – The PC have been unable to find any volunteers to take this over so all in agreement to look to find a gardening contractor for the work. Cllr Davies proposed a letter of thanks be written to MR & Mrs Such for all their work. DR/Clerk

**22.09.24 Scheduled Councillor walks / Village works action plan**

Scheduled Councillor walks – deferred to Novembers meeting  
Village works action plan – Cllr D Robinson proposed a shared spreadsheet for works required.

**23.09.24 Promotion of the Parish Council**

At the last meeting it was agreed to produce a paper survey and circulate – referred to Novembers meeting

**24.09.24 Purchase of new maintenance equipment**

Cllr D Robinson advised that through the Community Self Help Scheme Suffolk County Council will pay for manual tools so a request for tools has been made awaiting approval. Once approved tools can be used for actions.

**25.09.24 Speeding through the village – Upper/Lower Street**

Update received from PC Niall Johnson which is attached to the minutes. They found very few speeding vehicles coming through the village. The new speed camera that the PC has purchased will provide data with regards to speeding so it can be monitored and speed watch is still taking place.

**26.09.24 Refurbishment of the Village sign**

Cllr D Robinson has obtained a quote of approx. £1,000 to refurbish the village sign and proposed that if funding could be obtained then to go ahead with this. Peter Watson confirmed that this is something that he may be able with funding towards, Cllr D Robinson will email him. DR

**27.09.24 Noticeboards**

All in agreement for the small Parish Council owned noticeboard down by the Weir to be used for community posters.

**28.09.24 Replacement of Neighbourhood Watch signs**


PC discussed and agreed to clean the 3 Neighbourhood Watch signs and to add this to the village works action plan. DR

**29.09.24 Village volunteer taxi service**

Cllr Davies proposed if there is a resident who doesn't drive and has to attend a doctor's appointment etc would there be volunteers in the village who would be able to assist with transport. All in agreement to place a notice in the Quartet asking for volunteers and put on the agenda again for the next meeting. Clerk

**30.09.24 Higham Road ditch**

There is tractor damage to the ditch in Higham Road so the stream is coming onto the road – See agenda item 05.09.24.

  
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**31.09.24 New speed camera installation**

Clr Pearce confirmed that the new speed camera has been installed.

**32.09.24 Matters to be brought to the attention of the Council**

None

**33.09.24 Confirm the date of the 11<sup>th</sup> of November 2024 at 1930hrs for the next Parish Council Meeting. The meeting date of the 11<sup>th</sup> of November 2024 was confirmed.**

Meeting closed at 2134hrs

  
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FINANCIAL REPORT

to 31.08.2024

Balance at bank Current Acc

£2,225.73

Uncashed cheques £130

Balance in Reserve

£22,832.90

Interest Earn Reserve Acc

£20.19

Receipts since last meeting

£1487.20 Cleansing grant

		PLANNED EXP.	ACTUAL SPEND TO DATE	DIFF - PLAN/ACT
General Admin	Audit	400.00	250.00	150.00
	Chairman's Expenses	125.00	0.00	125.00
	Clerk's Salary	7,800.00	3,250.00	4,550.00
	Clerk's Expense and room use	450.00	171.10	278.90
	Internet Use	120.00	50.00	70.00
	Software/Computer equip Microsoft	79.99	79.99	0.00
S137 Donations	S.137 Allowances	2,000.00	2,205.00	-205.00
Playground	Inspection	500.00	2,385.60	-1,885.60
	Maintenance / repairs			
	Bark replacement	200.00	3,345.60	-3,145.60
Village Maintenance	Tree Maintenance	450.00	0.00	450.00
	Institute Grass Cutting	874.00	489.04	384.96
	Millennium Garden Grass cutting	100.00	24.00	76.00
	Millennium Ave & River Garden Grass cutting/Maintenance			
	Litter pick	1,600.00	1,058.60	541.40
	Village Sign Maintenance			
	Village Institute maintenance			
	Litter /grit bins/Dog bins			
Subscriptions/Training/Publications	SALC Membership	380	273.79	106.21
	SLCC - Clerk's Subscriptions	0.00	0.00	0.00
	Open spaces			
	Community Action Suffolk			
	Comm Action Suffolk Website	500.00	25.00	475.00
	CommuniCorp			
	Training			
	Publications/ICO DataProt/Internet			
Institute/Parish Room Hire	Institute Hire/Parish Room Hire	173.00	52.00	121.00
Village Lighting / maintenance contract	Lighting/Maintenance	1,538.00	712.92	825.08
Insurance	Insurance	605.00	631.72	-26.72
River Garden noticeboard rent	River Garden noticeboard rent			
Misc	Misc.	500.00	500.00	0.00
Admin	Admin	350.00	69.84	280.16
Dog/litter bins emptying	Dog/Litter Bins Emptying	1,311.00	1,159.20	151.80
Village Emergency telephone system	Emergency Planning	120.00	0.00	120.00
Wreath	Wreath	18.00	0.00	18.00
Speed gun expenses	Speed Gun expenses			
Speed signage	Speed signage	200.00	2,807.99	-2,607.99
VI Carpark	VI carpark	0.00	0.00	0.00
River Garden Expenses	River Garden improvements	0.00	0.00	0.00
Parish Election Costs	Parish Election Costs	135.00	0.00	135.00
<b>TOTALS</b>		<b>20,528.99</b>	<b>19,541.39</b>	<b>987.60</b>

\*Invoice was for £345.79 but we have a £72 credit on our account with SALC

Purchase of a new speed sign, Georgia Hall has given £500 towards this and VAT reclaim will be £468. Money from reserves being used for this purchase



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### Your account summary for

### 3 August 2024 to 2 September 2024

Account name: STRATFORD ST MARY PARISH COUNCIL	
Account number: 75975180 Sort code: 090155	
BIC: ABBYGB2LXXX IBAN: GB58ABBY09015575975180	
Statement number: 009/2024	
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Balance brought forward from 2nd August statement	£3,573.40
Total credits:	£1,487.20
Total debits:	-£2,704.87
<b>Your balance at close of business 2 September 2024</b>	<b>£2,355.73</b>

Credit interest rate: No credit interest is paid on this account.

### News and information

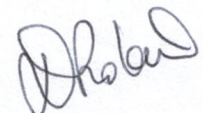
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Date	Description	Credits	Debits	Balance
	Previous statement balance			3,573.40
5th Aug	BANK GIRO CREDIT REF BABERGH PAYMENTS, 0	1,487.20		5,060.60
8th Aug	PAYMENT BY CHEQUE WITH SERIAL NO 022528		500.00	4,560.60
9th Aug	PAYMENT BY CHEQUE WITH SERIAL NO 022523		1,159.20	
9th Aug	PAYMENT BY CHEQUE WITH SERIAL NO 022527		17.99	3,383.41
13th Aug	PAYMENT BY CHEQUE WITH SERIAL NO 022531		13.60	3,369.81
14th Aug	PAYMENT BY CHEQUE WITH SERIAL NO 022529		111.00	3,258.81
19th Aug	PAYMENT BY CHEQUE WITH SERIAL NO 022530		96.00	3,162.81
27th Aug	PAYMENT BY CHEQUE WITH SERIAL NO 022532		52.04	
27th Aug	PAYMENT BY CHEQUE WITH SERIAL NO 022533		52.04	3,058.73
28th Aug	PAYMENT BY CHEQUE WITH SERIAL NO 022534		678.00	2,380.73
30th Aug	PAYMENT BY CHEQUE WITH SERIAL NO 022535		25.00	2,355.73
30th Aug	Current statement balance			2,355.73



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### Your account summary for

#### 5 August 2024 to 3 September 2024

Account name: STRATFORD ST MARY PARISH PARISH COUNCIL  
Account number: 03527247 Sort code: 090150  
BIC: ABBYGB2LXXX IBAN: GB80ABBY09015003527247  
Statement number: 009/2024

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Balance brought forward from 4th August statement	£22,832.90
Total credits:	£20.21
Total debits:	-£0.00
<b>Your balance at close of business 3 September 2024</b>	<b>£22,853.11</b>

### News and information

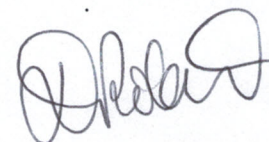
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Account Name: STRATFORD ST MARY PARISH PARISH COUNCIL

Account number: 03527247 (Sort Code 090150)

Statement number: 009/2024 Page number: 3 of 3

Date	Description	Credits	Debits	Balance
	Previous statement balance			22,832.90
1st Sep	INTEREST PAID AFTER TAX 0.00 DEDUCTED	20.21		22,853.11
1st Sep	Current statement balance			22,853.11