



STRATFORD ST MARY PARISH COUNCIL

6 Homefield
Capel St Mary
Ipswich
Suffolk
IP9 2XE

E-mail: parishcouncil@stratfordstmary.org.uk
Website: www.stratfordstmary.onesuffolk.net/

Chairman
Roger Barrell

**Stratford St Mary Parish Council meeting held on Monday 14th July 2025,
at the Village Institute, Higham Road at 1930hrs.**

MINUTES

PRESENT:

Cllr R Barrell – Chairman
Cllr N Woodard
Cllr L Shead
Cllr N Wright
Cllr B Davies
Cllr G Robinson
Cllr M Pearce

IN ATTENDANCE:

Faye Hall - Clerk
District Cllr John Ward
Member of the public - 1

- 01.07.25 Present and apologies for absence.** Apologies received from Cllr D Robinson, Cllr R Carvalho and County Councillor Georgia Hall.
- 02.07.25 To accept members declarations of interest in accordance with the Council's code of Conduct.** Cllr G Robinson – Village Institute Committee
- 03.07.25 To approve Minutes of the meeting held on the 16th of June 2025.**
The minutes of the meeting held on the 16th of June 2025 were approved as a true record and were signed by the Chairman. Proposed by Cllr Shead, seconded by Cllr Wright, all in favour
- 04.07.25 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.
A resident asked at the last meeting which both District Cllr Ward and County Cllr Hall were present at if there was anything going on with the primary school and was advised that they were not aware of anything. The resident advised that the next day some residents received a letter advising that on the 4th of August temporary buildings at the school were going to be demolished. The resident commented that it was disappointing that no one is aware of what is happening at the school. The resident also raised concerns again with parking on Strickmere at school drop off/pick up times and

[Handwritten signature]
8/19/2025

the volume of cars that were parked there on the recent sports day event. Cars are parking on grass verges and pavements and residents want more parking at the school. District Cllr Ward wasn't aware of the letter that had been sent out so will look into this and also offered to arrange a meeting with the school to discuss parking concerns.

05.07.25 Weir Bridge

The Cabinet member for Highways at Essex County Council, Tom Cunningham, has confirmed the ownership of the bridge as belonging to Northumbrian Water and his staff have registered a complaint with them that the matter of the surface and fencing has not been properly dealt with. A member of the public has emailed to complain about her dogs paw getting stuck in the slats on the bridge. A letter was sent to Savills for Northumbrian Water, but they have reverted and advised that Northumbrian Water do not own this bridge. Cllr D Robinson has passed their reply onto Tom Cunningham at Essex County Council. The bridge is not registered on land registry so the PC could register it as theirs – it's been nearly a year and still no one is taking ownership. Cllr Barrell proposed for the Clerk to ask the PCs insurance company how much extra would be incurred to insure the bridge and revert at the next meeting. **Clerk**

06.07.25 Parking issues on Strickmere around the School

Discussed under agenda item 04.07.25 – RB also commented that on sports day parking was horrendous with around 90 cars parked in Strickmere, some cars were double parked so emergency vehicles wouldn't have been able to get through if they needed to. Suggestion made that the school could ask the VI Committee if on event days if parking at the Village Institute could be an option to ease congestion on Strickmere.

07.07.25 Proposal to make the B1029 from SSM to Dedham more pedestrian friendly / parking on double yellow lines / Seasonal problems at Dedham

Cllr Barrell advised that a meeting is being arranged on the 1st of August with Highways and the Chairman of Dedham PC with regards to making the B1029 more pedestrian friendly and to discuss the double yellow lines.

Cllr Wright attended a meeting in Dedham on the 9th of July 2025 which was organised by Dedham PC with representatives from Suffolk Police also present to discuss seasonal problems at Dedham and anti-social behaviour. Dedham PC are pushing for double yellow lines all the way along the B1029 – Cllr G Robinson advised that there were traffic management reasons why gaps were left when the double yellow lines were put in. Continuous double yellow lines were discussed by the PC and Cllrs voted and agreed to leave the double yellow lines as is with gaps. Ipswich Borough Council have been sending enforcement officers to check cars parked on the double yellow lines and will continue to do so over the summer. The field SSM side is being used as a car park and trading of the paddleboards and is being monitored by the Boathouse who have kept a log and advise that the field have currently been trading (to date) for 40 days. District Cllr Ward will ask that trading licences be checked and will speak to the enforcement team with regards to the accusation that the field has gone over the 28 days of usage but advised that the issues in Dedham are not easy problems to solve as you cannot stop people from coming.

08.07.25 Parking on the pavement outside The Swan, Lower Street

Highways have recommended double yellow lines from the existing restriction up to and across the driveway of Riverside Chimes and have advised that if County Cllr Hall can fund 50% of the project, the fees are as follows: Professional services – approx. £3,841.56 (total), £1,920.78 each and indicative construction estimate – approx. £679.12 (total), £339.56 each so approx. total for PC £2,260.34.

Cllr G Robinson proposed that as this is the only solution to the problem and will be of benefit for pedestrian safety to accept the quote and go ahead with the double yellow lines, Cllr Wright seconded, all in favour. Expenditure to be ring fenced from savings. **Clerk**

09.07.25 Planning Applications

APPLICATION FOR PLANNING PERMISSION - DC/25/02928

Proposal: Householder Application - Erection of a garden room/ seating area. Replacement of No. Windows with 1 No window on rear elevation.

Location: Giffords, Lower Street, Stratford St Mary, Colchester Suffolk CO7 6JS
Comments by 21.07.25

[Handwritten signature]
8/9/25

APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/25/02931

Proposal: Notification of works to trees within a conservation area - T1 - Weeping Willow - 30% reduction (up to 4m), G2 - Deodar Cedar, Monterey Cypress & Pine - Crown lift by up to 3m, T3 - Monterey Cypress - Crown lift by up to 3m, G4 - 3x Monterey Cypress - reduce top by up to 8m and shape sides in, T5 - Monterey Cypress - fell, T6 - Lawson Cypress - reduce by up to 8m and trim sides in.

Location: 1 Matthews Close, Stratford St Mary, Colchester, Suffolk CO7 6LH
Comments by 23.07.25

Cllrs all in agreement no comment to the above planning applications.

10.07.25 Chairman's comments
None

11.07.25 Correspondence and Clerks Report
Complaint raised with Barclays bank as the mandate has not been completed for the current account so payments cannot be made - complaint ref CR8J89N2JD. Barclays have confirmed that this is their error and have issued £100 compensation into the current account for this. Noted.

12.07.25 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 Shead, seconded by Cllr Wright, all in favour. Decision - expenditure of £2,301.60 from 17.06.25 to 14.07.25 and balance at the bank at 31.06.25 Barclays current account £5,498.05, Santander current account £43.19 with £43.19 uncashed cheques and the Santander reserve account £14,019.74 were approved by all.
(2) Monthly cashflow analysis against agreed Precept. No comment
(3) Monthly cashflow reserves. No comment

It was noted that the PCs funds in the Santander reserve account still need to be transferred to the Barclays bank reserve account. **RB/BD**

13.07.25 Risk Assessment
Reviewed and noted that actions like checking the life saving device and bus shelters need to be done. Cllr Woodard advised that he is happy to carry out inspections. **Clerk**

14.07.25 Village Institute
Village Institute Representative - Cllr Woodard would like to step down as representative, Cllr G Robinson agreed to take this role over.

15.07.25 Field next to the Village Institute
Compulsory purchase law changes and loss of field to housing.
Cllr G Robinson proposed that the least expensive option would be to leave the field as is. Turning the field into a Village Green or Open Space was discussed - Clerk to email Open Spaces and SALC for advice on this. **Clerk**

16.07.25 Neighbourhood plan
Cllr Woodard volunteered to work on a Neighbourhood plan. HSM PC have advised that they would like to arrange a meeting with District Cllr Ward and a contact at Babergh to find out what process and cost is involved before deciding if they will proceed with a Neighbourhood plan.

17.07.25 Village grass cutting
Previously agreed to undertake interim cuts in between Baberghs cuts with Vertas. Cllr G Robinson has been monitoring grass cutting in the village and Babergh are still regularly cutting the grass so no interim cuts are needed at present. Situation still to be monitored.

18.07.25 The River Garden
Licence renewal - new licence agreement has been received, £300 a year rent fee for a 2 year

Robinson
8/9/25

lease agreement. Cllr G Robinson proposed to accept the fee and sign the licence, Cllr Woodard seconded, all in favour. **Clerk**

19.07.25 Electric Pylons campaign – National Grid Norwich to Tilbury project
No update

20.07.25 Village Sign
Cllr D Robinson has contacted a signwriter based in Chelmsford, living in Frinton who has looked at the sign and considers that the post also needs replacing but is yet to provide a quote. All in agreement that the gold leaf on the sign can be replaced with gold paint instead which may make it easier to find someone to refurbish it. **DR**

21.07.25 Scheduled Councillor walks / Village works action plan
Cllr G Robinson has applied for capital funding to refurbish the Parish Council owned bus shelters which County Cllr Hall has given her support to.

22.07.25 Promotion of the Parish Council
Update to be given on the resident's surveys – defer to September's meeting. **GR**

23.07.25 Slow down signs village wide
Kingsleigh Estate Agents in Dedham have very kindly agreed to sponsor frames and posts for slow down signs and SSM Primary School have created designs for the boards. Cllr G Robinson confirmed that 15 locations for the signs have now been found for Kingsleigh to go ahead and install the signs. **Clerk**

24.07.25 New resident's pack
Cllr G Robinson has started to update – further update to be given at next meeting. **GR**

25.07.25 Matters to be brought to the attention of the Council
Cllr Davies raised that a resident reported that there is a hole in the pavement on the junction of Tenter Field and Strickmere. Cllr Davies has reported this on the SCC reporting tool.

26.07.25 Confirm the date of the 8th of September 2025 at 1930hrs at the Village Institute for the next meeting. The meeting date of the 8th of September 2025 was confirmed.

Meeting closed at 2113hrs


8/9/25

FINANCIAL REPORT

to 30.06.2025

Balance at bank Current Acc Santander

£43.19

Uncashed cheques £43.19

Balance at bank Current Acc Barclays

£5,498.05

Balance in Reserve

£14,019.74

(£6,000 legal reserve, £1,000 grass cutting reserve and £135 Parish election reserve)

CIL

£348.05

Interest Earnt Reserve Acc

£11.90

Receipts since last meeting

		PLANNED EXP.	ACTUAL SPEND TO DATE	DIFF - PLAN/ACT
General Admin	Audit	502 00	250 00	252 00
	Chairman's Expenses	125 00	0 00	125 00
	Clerk's Salary	7 800 00	1 950 00	5 850 00
	Employer NI contributions	420 00	0 00	420 00
	Clerk's Expense and room use	400 00	112 02	287 98
	Internet Use	120 00	30 00	90 00
	Software\Computer equip Microsoft	80 00	104 89	24 89
S137 Donations	S.137 Allowances	2 000 00	1 405 00	595 00
Playground	Inspection			
	Maintenance / repairs	500 00	0 00	500 00
	Bark replacement			
Village Maintenance	Tree Maintenance	450 00	0 00	450 00
	Institute Grass Cutting	1 076 00	272 65	803 35
	Millennium Garden Grass cutting	578 00	86 30	491 70
	Millennium Ave & River Garden Grass cutting/Maintenance	735 00	110 25	624 75
	Litter pick	1 617 20	493 90	1 123 30
	Village Sign Maintenance	500 00	0 00	500 00
	Interium village grass cutting	1 600 00	0 00	1 600 00
Subscriptions/Training/Publications/Website	SALC Membership	380	348 45	31 55
	River Stour Trust	25 00	25 00	0 00
	Open spaces	45 00	0 00	45 00
	Community Action Suffolk	52 80	0 00	52 80
	Comm Action Suffolk Website	86 00	0 00	86 00
	Training	300 00	0 00	300 00
	Email app/ICO DataProf/Internet	84 00	43 19	40 81
Institute/Parish Room Hire	Institute Hire/Parish Room Hire	220 00	38 00	182 00
Village Lighting / maintenance contract	Lighting/Maintenance	785 00	695 38	89 62
Insurance	Insurance	607 00	654 91	-47 91
Misc	Misc	500 00	195 39	304 61
Admin	Admin	350 00	0 00	350 00
Dog/litter bins emptying	Dog/Litter Bins Emptying	1 311 00	0 00	1 311 00
Wreath	Wreath	20 00	0 00	20 00
Speed gun expenses	Speed Gun expenses			

		1 000 00	0 00	1 000 00
Speed signage	Speed signage			
River Garden noticeboard rent	River Garden noticeboard rent	25 00	0 00	25 00
Parish Election Costs	Parish Election Costs	135 00	0 00	135 00
	TOTALS	24,409.00	0,815.43	17,593.57

B. Smith

