

STONHAM PARVA PARISH COUNCIL MEETING HELD IN THE BAPTIST CHAPEL
SOCIAL ROOM ON MONDAY 8TH JULY 2019

19.47 PRESENT: Cllrs T Benjamin, I Richardson, A Harvey, K Dawson, G Davison, C Cllr M Hicks
and D Cllr S Morley

19.48 APOLOGIES : Cllr S Baldry

19.49 Public Forum: Parishioner raised issue of 'school' signs at the north end of the village even though the school is no longer there

19.50 DECLARATIONS OF INTEREST – Cllrs I Richardson & K Dawson declared and interest in the item regarding Allotments.

19.51 DISPENSATIONS – None

19.52 MINUTES OF THE PARISH COUNCIL MEETING 4TH JUNE & 20TH JUNE 2019 - Minutes confirmed as correct - Proposed by K Dawson and seconded by G Davison

19.53 REPORTS

19.53.1 Report from C Cllr Hicks for July.

Key points from C Cllr M Hicks:

- Museum Trainee Programme Open
- Foster Carers

Action – Foster Carer info to go on website (T Benjamin)

19.53.2 Report from D Cllr S Morley for July.

Key points are:

- Joint Local Plan Consultation to launch shortly
- New bin collection days
- MSDC have funded 2 PCSO's
- Locality Awards 2019 open

Cllr S Morley advised that no business should advertise on the public highway, only advertising is within their own boundaries. Any issues can be reported to Planning.

Action – W Brame to report Car Wash advertising to Planning

19.53.3 Footpaths – Reports have been received for all 3 reports made, the public footpath opposite Four Elms will have weeds etc removed within 14 weeks from date of report. The overgrown hedges/bushes at 2 properties have been written to asking the householder to cut their hedges back within 21 days.

Action – W Brame to check for updates on all reports

Working Party needed to clear brambles from footpath near Magpie

Action – I Richardson to set up working party to get this cleared

W Brame emailed SCC regarding the footbridge and that the defect has worsened, a reply was received to say my email would be added to the initial report.

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Action – W Brame to escalate footbridge repair and copy to D Cllr M Hicks

Discussed footpaths within village and agreed to divide this up between everyone.

I Richardson and W Brame to take on E-377/022, E-377/011, E-377/010, E-377/009, E-377/020, E-377/007.

K Dawson to take on E-377/002, E-077-003 & E-377/004

A Harvey to take on E-377/006 & E377/019

T Benjamin to take on E-377/013 & E-377/021

19.53.4 Parish Newsletter /Website – Village information needs to be updated

Action – G Davison to review and email T Benjamin with changes needed

19.53.5 Cemetery – Cheque received for internment and receipt sent.

The large branch has been removed but we are just waiting for the oak tree to be assessed.

Action – I Richardson to follow this up

19.53.6 Play Area – 20 responses were received to the questionnaire, which was delivered to all householders in June, which has given us good feedback for what the village would like.

Action – W Brame to gather details of all respondents to see if they wish to join the Community Group we need to set up.

S Baldry and I Richardson met with Officers from MSDC regarding the CIL application, they have given some very positive feedback and also other ideas for us to take forward. The main concern is the goal posts which need to be removed as they are dangerous.

Action – K Dawson will ask her husband to look at and hopefully remove the goal posts.

Officers also suggested registering the Playing Field as an Asset of Community Value.

Action – W Brame to register Playing Field

Grant application has been made to Viridor but they require proof of ownership which we struggled to locate but we have now found this.

Action – W Brame to look into voluntary registration of this land with Land Registry

The Parish Council will also need to fundraise for the Play Area, I Richardson has suggested a Garden Cream Tea at his house.

Action – I Richardson to organise Garden Cream Tea

Since the damaged trees/bramble have been removed there are tree stumps in amongst the grass which makes grass cutting difficult. Working party needed to clear as much of this as possible.

Action – I Richardson to organise a working party for tree/stump clearance.

19.53.7 Neighbourhood Watch – Some of our Neighbourhood Watch signs have faded and need replacing.

Action – K Dawson to put up new signs and consider new locations

19.53.8 Tree Warden – Agreed that we need to know how to request a Tree Preservation Order.

Action – A Harvey to investigate procedure for TPO

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Agreed all Councillors to think about trees within the village which we believe should have a TPO on them.

Action – All Councillors to consider trees to request a TPO on

19.53.9 SALC – 3 Councillors attended Councillor Briefing sessions, all found it very informative and some good information came from this including recommended books and also policies. All Councillors should attend the actual training course for Councillors.

Action - G Davison to email W Brame with list of books recommended

Action – W Brame to email link to Councillor training with SALC

19.54 GRASS CUTTING – PGM have changed their quote for cutting the Churchyard as he did not realise it was to only be cut once per year which means he cannot use his usual mower. Original quote was £90 per cut and new quote is £150. All agreed to accept the new quote.

Action – W Brame to email PGM to accept new quote

19.55 NEIGHBOURHOOD DEVELOPMENT PLAN – G Davison will start this process with a Project Plan

Action - G Davison to make Project Plan

19.56 GDPR – Need Microsoft Office for laptop

Action – G Davison to find supplier for Office

It was agreed that a laser printer should be purchased by the Parish Council instead of the Clerk claiming expenses for printing.

Action – W Brame to research laser printers

Discussion about Councillors retaining parish council information and what happens when they leave etc.

Action – G Davison to write a Councillor Information Policy

19.57 CONTINUITY PLANNING - Discussed backing up of the laptop and agreed that an external hard drive would be best.

Action – G Davison to look into external hard drives

19.58 SPEED SIGNS – SID data is now on website. SID has now been moved to north end of village and is currently in spy mode. Once this data has been downloaded the device will be switched on.

Action – T Benjamin to download new data from SID

19.59 VILLAGE SIGN – Sign is currently being painted. No new location was suggested after the village leaflet drop.

Action- I Richardson to put sign back up once painted

19.60 STREET LIGHTS – Street lights have now been fixed but we believe the timing is an issue still.

Action – T Benjamin to email Suffolk County Council

19.61 FINANCE – 1 payment authorised to I Richardson for paint for village sign of £36.72. Not able to

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write cheque as this is with the Auditor. I Richardson happy to accept online payment.

Action – T Benjamin to make online payment to I Richardson

Paperwork is currently with the Auditor.

Action – W Brame collect paperwork once Audited

Clerks Finance Report handed round for June.

Action – W Brame to check whether RBL cheque has been cashed as they believe it has been

Most Parishioners have now paid for The Recorder, those that haven't or stated they no longer wanted it delivered need to be removed from list.

Action – W Brame to email The Recorder regarding subscribers

19.62 STANDING ORDERS – amended to SALC version. Proposed by I Richardson and Seconded by A Harvey

Action – T Benjamin to add to website

19.63 PLANNING – Parish response was sent to MSDC for application DC/19/02634 for 4 houses to the East of Norwich Road. Deadline was extended to allow time to hold Parish meeting and the outcome of this formed our letter.

W Brame has emailed the Enforcement Officer regarding the Mobile home from land next to Magpie and an out of office was received to say he was out of office until July so emailed Planning and they confirmed this is correct and will pass my email to another Enforcement Officer but due to work loads they may not be able to do anything.

Action - W Brame to await outcome of email regarding Mobile home on land next to Magpie

19.64 PLANNING QUERY – Parishioner has emailed in anonymously reporting Ranleigh/Wagtails for erecting lots of outbuildings without consent and also having bonfires which burn for days and appear to contain industrial waste.

Action- W Brame to email Planning and Environmental Health regarding these issues

19.65 WEBSITE SECURITY CERTIFICATE – has now been added to our website so Google Chrome no longer show our website as insecure

19.66 DEFIBRILLATOR – Elizabeth Havers from Baptist Chapel have agreed to our request to have a defibrillator fitted at the Chapel and are happy to pay the electricity. A Harvey agreed to progress this.

Action – W Brame to email A Harvey with details of local charity that helps organisations request a defibrillator

19.67 COMMUNITY SELF-HELP- There are 27 signs on Church Lane/Clockhouse Lane and 36 on Pains Hill/Norwich Road.

1 Parishioner has emailed following the village newsletter offering to help with sign cleaning

Action – W Brame to email Parishioner and see which signs he would like to 'adopt'

Another Parishioner emailed to request whether the school signs at the north end of the village can be removed as the school is no longer there.

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Action – W Brame to email Highways to see if the school signs can be removed

19.68 ALLOTMENTS/WATER SUPPLY – Following on from MSDC visit to Play Area they also mentioned the Allotments, a water supply is urgently needed and the Chapel have agreed to let us use their supply, verbal quote received for £3k + VAT.

They have suggested we register the Allotments as an Asset of Community Value but to contact Clarke and Simpson first.

Action – W Brame to write to Clarke & Simpson re Allotments (water supply and ACV)

Action – W Brame to register Allotment as ACV

19.69 OTHER ACTIONS – Removal of bus shelter still needed.

Action – I Richardson to plan for bus stop removal

19.70 CORRESPONDENCE – Dr Daniel Poulter sent letter to Parish Council and also Parishioners regarding the proposed Northern Bypass which said that life within our village would change forever. In fact the none of the proposed routes comes anywhere closed to our village. A Parishioner has written to Dr Poulter asking why he is scaremongering.

Action – W Brame to add to agenda for August

19.71 DATE OF NEXT MEETING – Monday 12th August

The Chairman thanked all for attending and closed the meeting at 9.05pm.

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