

DRAFT **STOKE BY NAYLAND PARISH COUNCIL**
MINUTES OF THE MEETING HELD 4 MARCH 2025
AT 7.30PM AT THE VILLAGE HALL

Present: Sean Fry (SF) – Chairman
Martin Nielsen (MN) – Vice-chairman
Adam Sedgwick (AS)
Linda White (LW)
Fred Grosch (FG)
Vivienne Klimowicz (VK)
Steve Green (SG)
Stevie Bezencenet (SB)

Apologies: None

In attendance: James Dark, Parish Clerk, SCC Cllr James Finch until 8.15pm; BDC Cllr Isabelle Reece (IR)

25.3.1 APOLOGIES FOR ABSENCE

None

25.3.2 DECLARATIONS OF INTEREST IN ANY AGENDA ITEM

None

25.3.3 PUBLIC FORUM

No members of the public were present.

25.3.4 MINUTES

25.3.4.1 Minutes of the previous meeting

The minutes of the meetings held 7 January 2025 were approved and signed.

25.3.4.2 Actions from previous meeting not covered elsewhere on the agenda

None outstanding.

25.3.5 REPORTS OF/REQUESTS TO BDC & SCC COUNCILLORS

25.3.5.1 District Councillor's report

The written report and oral update were noted.

LW reported that paths on Goldenlonds/Crossfields had been cleared.

VK reported that roadsweeping outside the school had been carried out.

25.3.5.2 County Councillor's report

The written report and oral update were noted.

VK asked JF if additional white lining renewal could be carried out on Stoke village roads, including 20mph roundels and lines in the middle of the road, and if potholes on the hedgeline by the school could be filled.

Action: SF to report the holes on the SCC highways website; JF to look at the holes.

Undergrounding cables

MN reported that a potential residents' meeting re the Box Valley South scheme would be considered following a site meeting with Dedham Vale National Landscape and Tendring Hall Estate.

25.3.5.2.1 Traffic and highways issues

Traffic control/speeds

JF said he would continue to request that SCC highways meet School St residents re traffic issues.

Condition of B1068 near Thorington St Bridge

MN reported that he and Simon Long had identified blocked drainage gullies and a leaking water main near the bridge in Thorington Street that. This was causing significant damage to the B1068 which had become a hazard to motorists. This had been reported on the SCC highways website. JF advised that SCC has a significant wait time for dealing with drainage issues.

Action: SF to report the water leak to Anglian Water and to Essex and Suffolk Water.

MN reported a further set of blocked gullies had been identified near the entrance to the Priory.

Action: This would be reported to SCC Highways.

Potential purchase of speed monitoring equipment

MN reported that a resident who had agreed to co-ordinate volunteers to operate the equipment had carried out risk assessments on existing and potential sites. MN also reported that he had been engaging with SCC on training requirements. He anticipated that he would be in a position to present a proposal to the May meeting for purchasing and operating the equipment.

25.3.5.2.2 Public transport

VK reported that she is continuing to work with the bus company and neighbouring parishes on potential expansion of the service in the area.

25.3.6 FINANCIAL MATTERS

25.3.6.1 RFO's report

Members received the RFO's report and were satisfied it was a correct record of the parish council's financial position.

25.3.6.2 Orders requested for payment

It was agreed to approve orders on the RFO's report totalling £679.50.

25.3.6.3 Funding for churchyard maintenance

SF reported that the parochial church council/Friends of St Mary's had requested an increased contribution to the costs of maintaining the churchyard. Pressures on the church's/Friends' resources as a result of repairs to the building were noted. Therefore, it was agreed that the council would increase its contribution to £500 per year from 2025/26.

Action: Clerk to inform PCC/Friends of the increased donation.

25.3.6.4 Review of internal control, financial risk assessment, asset risk assessment and asset register

- The statement of internal control was reviewed and changes proposed by the Clerk agreed.
- The financial risk assessment was reviewed and approved.
- The asset register was reviewed. It was noted that the number of grit bins and litter bins needed to be updated to take account of recent removals.
- The asset risk assessment was reviewed and approved.

The Clerk reported that a number of maintenance requirements noted in the report could potentially be undertaken by parish volunteers. These included maintenance of grit bins and a bench on The Downs.

Action: Clerk to send SG a list of potential repairs for volunteers to consider.

Action: Clerk to update the asset register.

25.3.7 NEIGHBOURHOOD PLAN

25.3.7.1 Neighbourhood plan progress

No meeting had taken place.

Action: SB to request a report of any relevant activity from the chairman of the NHP Group for the next parish council meeting, and remind him of the need for a report to the Annual Parish Meeting.

25.3.8 COUNCILLORS' AND CLERK'S REPORTS

25.3.8.1 Arrangements for volunteering

It was noted that there is considerable scope for volunteering activity within the parish and additional volunteers would mean current work could be extended. It was agreed FG/SG should consider the most effective means of attracting new volunteers and place an item in the LSPN.

Action: FG and SG to place an item in the LSPN requesting volunteers.

25.3.8.2 Arrangements for Remembrance Sunday

LW confirmed that she would lay a wreath at the war memorial on behalf of the parish on Remembrance Sundays and also on a soldier's grave.

Action: LW to notify the Commonwealth War Graves Commission that she would be volunteering to lay the wreath on the grave.

Action: LW to get in touch with the primary school to ask if they would be able to provide decorative stones for Remembrance Sunday.

25.3.8.3 Website and transition to dedicated email addresses

The Clerk pointed out that the website back end needs to be structured so that files can be ordered and uploaded effectively. An instruction manual for the site would be helpful so that reporting duties can be carried out.

Action: FG, SF, and the clerk to discuss how to progress requirements for updating the site.

25.3.9 CLERK AND CHAIRMAN'S CORRESPONDENCE

Correspondence from the history society about the possibility of the new website hosting material was noted.

Action: SF to discuss with the history society.

A letter from the Dedham Vale Society thanking the parish council for a potential contribution towards a legal challenge was noted.

25.3.10 ITEMS FOR REPORT IN COMMUNITY NEWSLETTER

- Condition of B1068, Thorington St
- Volunteers
- Churchyard donation
- White lining
- Webmaster
- Closure of pantry and thank Adam

25.3.11 OUTSTANDING ISSUES/FUTURE AGENDA ITEMS

- SCC highways meeting with School St residents/speed control
- Volunteering arrangements
- Support for families in succession to community pantry
- Potential SID purchase

25.3.12 DATE OF NEXT MEETING

Tuesday 6 May 2025 at 7.30pm at the Village Hall

The Chairman closed the meeting at 9.15pm