

**DRAFT** **STOKE BY NAYLAND PARISH COUNCIL**  
**MINUTES OF THE MEETING HELD 1 JULY 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)

**Apologies:** Stevie Bezencenet (SB)

**In attendance:** James Dark, Parish Clerk, SCC Cllr James Finch until 8.15pm; BDC Cllr Isabelle Reece (IR) until 7.45

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**25.7.1 APOLOGIES FOR ABSENCE**

See above. Apologies from SB and the reason (illness) were accepted.

**25.7.2 DECLARATIONS OF INTEREST IN ANY AGENDA ITEM**

None

**25.7.3 PUBLIC FORUM**

No members of the public were present.

**25.7.4 MINUTES**

**25.7.4.1 Minutes of the previous meeting**

The minutes of the meetings held 6 May 2025 were approved and signed.

**25.7.4.2 Actions from previous meeting not covered elsewhere on the agenda**

LW confirmed she would attend the wreath laying on Remembrance Day on behalf of the parish council.

**25.7.4.3 Minutes of the APM held on 24 April 2024**

The minutes were noted. A change proposed by AS was agreed.

**25.7.5 REPORTS OF/REQUESTS TO BDC & SCC COUNCILLORS**

**25.7.5.1 District Councillor's report**

The written report was noted.

LW reported that paths on Goldenlonds/Crossfields remain clear.

**25.7.5.2 County Councillor's report**

The written report and oral update were noted. JF highlighted that SCC had been allocated £8m from government funding for bus service and infrastructure improvements.

**Action:** JF and VK to clarify with SCC officers what the funding is for and what communities can bid for.

JF noted a suggestion that SCC and ECC could consider a tourist service for the area.

**25.7.5.2.1 Traffic and highways issues**

**School Street traffic control/speeds**

JF said he had met SCC officers and traffic/speed control issues had been recognised. It was agreed that, as an initial step, the parish council should request costings from SCC for junction works at both ends of School St, and then consider funding options.

**Action:** AS and MN to write a proposal for JF to pass to officers with a request for costings.

### **SCC decision on designation of Church Lane**

Correspondence from SCC confirming that the lane would be re-designated as not maintainable at public expense was noted, along with research from AS challenging this decision.

**Action:** Clerk to write to SCC requesting that they reconsider based on AS's research.

### **Potential purchase of speed monitoring equipment**

A proposal to purchase a speed indicator device circulated with the meeting papers was approved in principle subject to quotes. MN reported that SCC had approved 5 potential sites for locating a SID and two more are under discussion.

**Action:** Clerk to liaise with MN over obtaining quotes.

#### **25.7.5.2.2 Public transport**

Correspondence from a resident requesting double yellow lines at the entrance to The Blundens to enable buses to turn round during road works was noted. It was agreed that the proposal should not be supported due to the cost, the limited need for it and enforcement issues.

**Action:** VK to visit resident to explain the parish council's position.

### **25.7.6 FINANCIAL MATTERS**

#### **25.7.6.1 RFO's report**

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

#### **25.7.6.2 Orders requested for payment**

It was agreed to approve orders on the RFO's report totalling £2,176.90. Previously approved payments by direct debit made during the month were noted - £278.47 loan repayment and £12 bank fees.

#### **25.7.6.3 Internal audit report**

It was noted that the report had recommended the following:

- Amend incorrect date on the asset register published on the website – this had been corrected
- Publish full internal report alongside the summary

**Action:** Clerk to ask SALC if it is a legal requirement to publish the full report.

Draft changes to the Standing Orders were noted. It was agreed that they reflected changes agreed at the previous meeting. The Clerk would publish the updated Standing Orders.

### **25.7.7 NEIGHBOURHOOD PLAN**

#### **25.7.7.1 Neighbourhood plan progress**

AS reported that the material required for the plan had been substantially completed, and professional assistance is now required to draft a report. A quote had been requested.

#### **25.7.7.2 Submission to BDC on the village envelope**

Maps setting out the parish council's view of the built up area of settlements in the parish had been circulated with the meeting papers. It was agreed that these should be submitted to the district council for the purpose of informing their Local Plan.

**Action:** Clerk to submit the maps to the district council.

### **25.7.8 COUNCILLORS' AND CLERK'S REPORTS**

#### **25.7.8.1 Arrangements for volunteering**

FG reported that an advert for parish volunteers had been placed in the LSPN, and he would update on responses when received.

#### **25.7.8.2 Website**

The clerk reported that he would look to set up a new file structure required, having received a training video.

It was noted that two councillors had not yet set up parish council email addresses, and a generic address for the parish council is also required.

**Action:** FG and SF to support councillors in setting up. FG to swap the clerk's named email to an email for the clerk.

#### **25.7.8.3 Arrangements for future annual parish meetings**

AS suggested that it could be beneficial to extend invites to Annual Parish Meetings to commercial organisations in the parish.

**Action:** Clerk to check with SALC whether inviting commercial organisation to make reports would be permissible.

#### **25.7.8.4 Butt Road Post Box**

The clerk reported that he had escalated Royal Mail's refusal to replace the stolen post box. It was agreed that when a response is received the parish council would propose to Royal Mail that it would pay for a new post box if this would allow this valuable community resource to be replaced.

#### **25.7.9 CLERK AND CHAIRMAN'S CORRESPONDENCE**

Correspondence from Tendring Hall Estate stating that they would not agree to a path outside estate houses for pedestrian access from The Downs to the village was noted.

It was agreed that advice should be sought on the estate's position.

**Action:** Clerk to ask advice from the Open Spaces Society on the Estate's position. SF to provide clerk with information on the existing path's designation.

#### **25.7.10 ITEMS FOR REPORT IN COMMUNITY NEWSLETTER**

- Police public forum in the village
- Butt Rd post box
- School St traffic control
- Purchase of SID approved in principle

#### **25.7.11 OUTSTANDING ISSUES/FUTURE AGENDA ITEMS**

- Annual Parish Meeting arrangements
- Downs path

#### **25.7.12 DATE OF NEXT MEETING**

Tuesday 6 September 2025 at 7.30pm at the Village Hall

The Chairman closed the meeting at 8.50pm