

**STURMER PARISH COUNCIL
MINUTES OF A MEETING HELD ON TUESDAY, 20 SEPTEMBER
2016 STURMER VILLAGE HALL 7:30PM**

Present: Councillors Mrs. Barbara Collar (Vice-Chairman) Mr. Alan Carter

Mrs. Diana Garrod

Mrs. Kate McLeod-Jones Mr. David Porth

Acting Clerk Mrs. G. E. Porth and five parishioners

1. **Cllr. Barbara Collar (Vice-Chairman) open the meeting.**

2. **Cllr. Collar called for nominations for Chairman.**

Cllr. Carter proposed Cllr. Garrod as Chairman

Cllr. McLeod-Jones seconded Cllr. Garrod as Chairman

Cllr. Porth asked Cllr. Garrod if she was willing to stand. Cllr. Garrod gave her approval.

3. **Election of Chairman.**

Decision: Cllr Garrod elected as Chairman of Sturmer Parish Council All in favour, by show of hands.

Cllr. Garrod took the Chair.

4. **Apologies for absence. All Councillors present.**

Cllr. Carter wished thanks be recorded to Cllr. Porth for the 40 years he had carried out the duty of Chairman to the Parish Council, Cllr McLeod Jones seconded this and all councillors in agreement.

5. **Statement from Cllr. Collar.**

Cllr. Collar stated that through recent ill health she would stand down as Vice-Chairman of the Sturmer Parish Council but would remain as a councillor.

Cllr. Porth wished thanks be recorded to Cllr Collar for her 23 years of support to the Sturmer Parish Council. Cllr Collar's resignation from Vice-Chairman was accepted and all councillors were in agreement with Cllr. Porth.

Decision: To review the appointment of Vice-Chairman for three months.

6. **To approve minutes of 2 August 2016**

Cllr. Carter requested an addition to item 4 (a) Noting hedge obstruction to entrance of Hill Lane.

Resolved: With this addition the minutes of 2 August 2016 were approved and signed by Cllr. Garrod.

7. Declaration of members interests. Resolved: None declared

8. Highways

1. Report received on site visit by Solagen representative. Three out of four existing batteries in 30mph signs not functioning. Demonstration of TCX download system and mobile 'all-in-one' 30mph 'slow down' battery operated signs, these per unit £2495.

Decision: To purchase replacement batteries for existing signs. 2 x batteries £311.60 Call out charge £125 Labour charge £55 Total £655.92 inc VAT.

2. Hill Lane j/w A1017

Noted: Local Highways Panel placed it on agenda 2017/18

3. Water lane bridge re: electricity. Cllr. Carter reported that Water Lane would be closed during this work and will update the Parish Council on receiving further notice.
4. Riverside Bungalows lay-bys, in domain under 106 section of Local Highways Panel list, and awaiting contractors.

Action: Cllr. Collar to contact Simon Walker.

9. Open Spaces

1. To accept. Pocket Park litter bin, Cllrs. Porth and Carter had installed the litter bin on 30 August 2016. Original bin to be removed.

Accepted.

To report. Cllr Carter reported that Braintree District Council were emptying the litter bin every Tuesday including discarded drug usage.

Noted. Disturbance at night from the Pocket Park due to drug handling. Inform Essex and Suffolk police and gain incident number from Essex.

2. Cllr. Porth had received a 'thank you' e.mail from the parishioners who used Sturmer Common for camping over the August Bank Holiday.
3. To accept proposal from Emma Black Countryside Office, Dedham Vale and Stour Valley Project, Scattered Orchards for the

planting of 2 x dessert apples, 1 x damson, 1 x plum to be planted on the amenity walk.

Accepted: Trees delivered to Cllr. Carter January 2017 if funding still available from DVSVP

4. Safety tiled surface play area.

Cllr. Carter had cleaned the tiles again, but reports have been received that they can be slippery after rain. Cllr. Carter volunteered to clear any weeds from enclosed play area. The willow tunnel and hedge had been cut back. Cllr Carter had also cleaned the shelter.

Resolved: Cllr. Carter to clean again, Cllrs. Porth and Carter to review other surfacing and obtain costs for next year.

10. Finance

1. All Cllrs. Received a printed statement of accounts 2 August 2016 to 20 September 2016

Some items had required payment between meetings:-

2016/08/23	737	A & J Lighting Solutions	£152.40
2016/08/23	738	Glasdon (litter bin, approved minutes 02/08/16)	£491.76
2016/08/23	739	A & J Lighting Solution (5 year contract)	£324.00
2016/08/24	740	E.A.L.C. unpaid invoice 08/12/15 (no invoice found)	£15.00
2016/08/30	741	AON UK Ltd insurance (4 year contract)	£413.97

2. To approve payment of outstanding invoices.

2016/09/20	742	D.Porth	£25.75
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3. **Approved by show of hands.**
4. All Cllrs. Received a printed copy of Income and expenditure April 2016 to Mid-September 2016 to view with retrospective budget 2016/17.
5. To approve Cllr Garrod attendance at EALC “Law and Procedures” training course £75
Approved by show of hands.
6. Bank mandate re: Cllr. Carter.
Form only available online. Information from Cllr. Carter before form can be completed.
Action: Cllr Carter to provide information.
7. Purchase hard copy ‘Good Councillor’s Guide’
Noted: EALC had provided all Cllrs. with complimentary copies.
8. To purchase hard copy of revised ‘Standing Orders’ and ‘Financial Regulations’
EALC had e.mailed second part of ‘Standing Orders’ and ‘Financial Regulations’ to Acting Clerk at no cost.
EALC had also provided copy on sale or return basis of ‘Local Councils Explained’ by Meera Tharmarajah at a cost of £30
Decision: To purchase book.
9. Subscription to Campaign to Protect Rural England (CPRE)
Discussed and Decided to pay subscription of £40
Approved by show of hands.

2016/09/20	743	CPRE	£40.00
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11. Transparency Code.

1. Discussed possibility of Parish Council use of Pat Allison Suite at Sturmer Village Hall, to approach Sturmer Village Hall Charity.
Discussed internet connection to village hall, cost etc. Cllr. Carter to speak with Graeme Mayes about providing photos for website.
1. Update information on Parish Council website essexinfo.net
2. Purchase laptop, scanner/printer.

12. Planning

1. 16/00926/FUL – Copse Hall, Bumpstead Road, Sturmer – replacement outbuilding to create a 2 bedroom holiday let and additional accommodation for family visits and erection of 3 bay garage – **GRANTED**
1. 16/01333/FUL – 3 Crunch Croft, Sturmer – proposed rear extensions – **NO RESPONSE MADE TO B.D.C. GRANTED**
2. 16/01448/COUPA – Land to the north of Dearsley, Kedington Road, Sturmer – Prior approval of proposed changes of use for agricultural building to a dwellinghouse (use class C3) and for associated operational development – change of use of an agricultural building Dearsley Farm to a dwellinghouse – **FOR INFORMATION ONLY**
3. 16/01479/FUL – Sturmer Nurseries, Church Walk, Sturmer – erection of steel frame polytunnel with translucent PVC fabricate cover – **OBSERVATIONS TO B.D.C. By 28 September 2016 –To submit - Sturmer Parish Council has considered, all in favour and support this application.**
4. 16/01219/ADV – Travelodge formerly Days Inn Hotel, Haverhill Business Park, Phoenix Road, Helions Bumpstead, Haverhill, Suffolk. Installation of 2 no. internally illuminated post signs and 6 no internally illuminated fascia signs – **GRANTED**
5. 16/00744/FUL – St. Francis, Bumpstead Road, Sturmer – Garage replacement – **GRANTED.**
6. 16/01184/FUL – The Red Lion, The Street, Sturmer – Retention of semi-permanent shelter
REFUSED.

13. Correspondence

1. e.mail invitation to Haverhill Area Forum 12/09/2016
2. Sturmer Emergency Plan re: Mark Novels adjustments made and submitted.
3. Very High Importance – EALC requiring response to LGF Consultation.

14. Appointment of Clerk and RFO

1. Closing date for applications.

Decision: 3 October 2016

2. Applicants forward at present.
 1. Tracey Wigmore – interviewed 10 August 2016
 2. Elisabeth Malvisi – Cllr Garrod to contact.
 3. Patricia Hearn – Acting Clerk to contact re: interview Tuesday, 27 September 2016, Pat Allison Suite, Sturmer Village Hall 7:00pm

15. Reports

1. Haverhill Town Forum 12/09/2016, Cllrs. Porth, Carter and Garrod attended.
2. District Councillor – no report forward. Cllr Robert Bolton resigned.
3. 'Law and Procedures' Cllr. Garrod circulated notes.

16. Discuss time of 'Open Forum'

This was placed at the end of meeting at parishioners request in 1993.
Discussion to move to beginning of meeting.

Vote to leave at end of meeting. For 2 against 3 on show of hands
Decision to leave at end of meeting

17. Sturmer Parish Council Vacancy

Decision: to notify Parish by means of official notice, placed on notice boards throughout the village, that there is a vacancy.

18. Matters for information

1. Update from Sturmer Flood Action Group.

19. Public Open Forum

1. Paul Sadler wished thanks to be recorded to Cllrs. Porth and Collar for their past and continuing work.
1. Paul Sadler report that the drain is still block beyond 'Tinmar' in Water Lane, water flowing down the hill could cause problems with winter weather.

Action: Cllr Collar to contact Essex Highways again.

2. Complaints received from parishioners that the verges have not been cut.

Action: Acting Clerk to e.mail Essex Highways

1. **Criteria for Parish to employ person to cut verges in order to keep village tidy.**
2. **To ask when last cut**
3. **To ask when further cut expected.**
3. Travelodge signs now approved to ensure that the 'Days' Inn's signs are removed.

Action: Acting Clerk to e.mail Essex Highways

4. To ensure that farmers are informed of road closure ie. Water Lane re: electricity
5. Parishioner asked if the village was aware that Parish Council meeting were public meetings, Parish Council requires interaction with villagers.

Action: To place article with information in next Sturmer Village News.

6. Parish Council agendas to ask nurseries if an agenda may be placed there as well as village hall.

20. Future meetings

1. Tuesday, 1 November 2016]
2. Tuesday, 13 December 2016] Sturmer Village Hall 7:30pm

The meeting closed at 9:38pm