

**Stisted Parish Council**  
**Minutes of the Parish Council Meeting**  
**held on Tuesday 1<sup>st</sup> October 2019 at 7.30pm in The Montefiore Institute**

**Present:** Councillor Dave Burge – Chairman  
Councillor Neil Denley – Vice Chairman  
Councillor Marc Guy  
Councillor Mark Hughes  
Councillor Hayley Waine

**In attendance:** Mrs. Melanie Whiteside – Parish Clerk  
County Councillor Robert Mitchell  
District Councillor Nick Unsworth  
Five members of the public

**19/139 WELCOME AND APOLOGIES**

The Chairman welcomed those present.  
Apologies were received from Cllr Poulton and Footpaths' Officer Bob Powers.

The Chairman wished to record his thanks to Doreen Digby who has recently retired from being a volunteer driver after 15 years. This was wholeheartedly reiterated by members of the Parish Council and residents present.

**19/140 DECLARATIONS OF INTEREST**

All Councillors declare an interest in agenda items relating to the Neighbourhood Plan but have dispensation to discuss and vote in respect of matters relating to such. There were no other pecuniary or disclosable pecuniary interests to record.

**19/141 COUNCILLOR RESIGNATION**

The Chairman confirmed receipt of the resignation of Cllr Mansfield.  
The Clerk to inform BDC.

**Action: Clerk**

**19/142 PUBLIC PARTICIPATION SESSION**

*The Chairman stated that, following discussion, it has been agreed to reinstate the second public participation session at the end of the meeting to allow residents the opportunity to comment on items that have been discussed during the meeting. He reiterated that at the close of this item members of the public will no longer be permitted to address the council unless deemed appropriate and the meeting is adjourned.*

- i. CAUSE Public Meeting – A resident stated they had been disappointed that there has been no parish council representation at the public meeting.

**19/143 COUNTY & DISTRICT COUNCILLOR REPORTS**

**143.1 County Councillor Report**

- i. Barriers at bridge – work completed.
- ii. Footpath at Sarcel – work outstanding.
- iii. Obstruction Parking – Partnership meeting held to discuss taking over the powers to deal with obstruction parking.

**143.2 District Councillor Report**

- i. Community Bus – Coggeshall buses have offered to come through the village; however more volunteer drivers are needed.
- ii. Incinerator – Height stack refused by ECC in April.
- iii. Community Grants - £1,500 per year to spend on suitable causes.
- iv. Local Plan – Green and Independent groups continue to raise issues at BDC.
- v. Neighbourhood Plans – Coggeshall now have one in place and have offered assistance if required.

**19/144 PARISH PATHS / P3**

No report as Mr Powers absent from the meeting

**19/145 MINUTES OF THE PARISH COUNCIL MEETING HELD 3<sup>rd</sup> SEPTEMBER 2019**

**It was resolved** that the minutes of the Parish Council Meeting held on 3<sup>rd</sup> September 2019 were a correct record and were duly signed by the Chairman.

**Proposed: Cllr Hughes, Seconded Cllr Denley.**

**19/146 CLERK'S REPORT**

The Clerk's report was noted.

**19/147 PLANNING MATTERS**

**147.1 Planning Applications**

- i. 19/01658/HH – Maybank Cottage, 80 Madgements Road – Single storey side extension, porch extension and car port. No objection raised.

**147.2 Planning Results**

- i. None.

**147.3 Planning Enforcement**

- i. Gulls Meadow – Information received from BDC stating that the owner of the land submitted an appeal against the enforcement notice on 7<sup>th</sup> May and they are awaiting for the appeal to be started by the Planning Inspectorate. Adding that until such time as the appeal is progressed compliance with the notice is not required.

**19/148 SUB-COMMITTEE & WORKING GROUP UPDATES**

**148.1 Committee Reports**

i. Communication

- a) Parish Council Surgery – As no residents had attended the surgery held on 19<sup>th</sup> September, it was agreed to cancel the planned November date and hold future surgeries if there is a need. **Action: Clerk**
- b) Parish Council Website – Nearing completion. Domain name to be registered. It was noted that the login for the archive section is not working and the web developer is looking into this. It is hoped that the site will be live by the November meeting.

ii. Community Safety & Engagement

- a) Speeding within the Village – It was agreed to approach other parish councils for advice on issues surrounding the installation of speed restriction signs (permission, funding etc). **Action: Clerk**
- b) Parking Issues – Information had been issued via the newsletter.

iii. Neighbourhood Plan

- a) Steering Group Meeting Report  
Housing Needs Survey – RCCE have supplied a quotation to undertake a full survey including the production of an in-depth report. It was agreed to extend the current survey deadline to allow for this to happen.  
Public Participation – Two drop in sessions have been organised by the Steering Group to inform residents of the current situation and future plans. It was noted there is a need for increased public participation and that more Steering Group meetings should be open for residents to attend.

iv. Recreational Maintenance

- a) Village Green Bollards – Ongoing. It was noted that any repair works would have to be undertaken on a piecemeal basis as the cost would be too prohibitive to change all of the posts at once. Cllr Hughes to continue to look into this with Cllr Poulton. **Action: Cllr Hughes/Poulton**
- b) Playground – The Chairman reported that the slats on the slide have started to rot and need replacing. **Action: Cllr Burge/Hughes**

v. Street Maintenance

- a) Dog Bin – It was agreed to remove the bin by the swings and reinstall it by the Church. **Action: Cllr Burge**
- b) Bench Seat – The Chairman reported that the seat has been returned and whilst the outer ring has gone brittle the 5 arms are in good condition. It was agreed to look at alternative options. **Action: Cllrs Burge/Hughes**
- c) Street Lighting – Cllr Denley is continuing to look at alternative, more cost effective, options for the street lighting in the village.
- d) BT Works – Clerk to check with BDC/ECC that the contractor has infilled the trench with stone as is required. **Action: Clerk**

**19/149 FINANCE****149.1 Financial Report**

The Clerk/RFO presented the financial report to the end of September. There were no queries.

**149.2 Payments**

It was Proposed Cllr Denley, Seconded Cllr Waine and **Resolved** to approve the following payments:-

<b>E-On</b>	Street lighting power	£124.32
<b>A&amp;J Lighting</b>	Street lighting repairs	£38.80
<b>Mrs. Whiteside</b>	Clerk Salary (Sept)	£403.92
<b>Britlabels</b>	Newsletter printing	£48.00
<b>Mr Moor</b>	Pavilion repairs	£51.04
<b>EALC</b>	Training course	£78.00
<b>Mrs Whiteside</b>	Office expenses	£12.00
	<b>TOTAL</b>	<b>£759.05</b>

**19/150 VILLAGE OF THE YEAR**

It was agreed to look into the cost of a plaque for the village to highlight the achievement. **Action: Clerk**

**19/151 PUBLIC PARTICIPATION SESSION 2**

- i. Gulls Meadow – A resident stated that the parish council should ensure they are invited to attend any meetings with BDC relating to this appeal.
- ii. Footpaths – A resident reported that the hedges on the corner of Stone Cottage are overhanging the pavement.

**19/152 INFORMATION EXCHANGE AND ITEMS FOR THE NEXT PARISH COUNCIL MEETING**

- i. Litter Pick – Will take place on Saturday (5<sup>th</sup> October).
- ii. Dust Cart – Arranged for Saturday, 12<sup>th</sup> October.

**19/153 DATE OF NEXT MEETING**

The next meeting of Stisted Parish Council will be held on Tuesday, 12<sup>th</sup> November 2019 at 7.30pm at The Montefiore Institute.

*NB: This is a week later than scheduled due to Bonfire Night on Tuesday 5<sup>th</sup>.*

Items for inclusion on the Agenda should be sent to the Clerk by noon on Monday 28<sup>th</sup> October 2019.

The meeting closed at 8.55pm.