

Stisted Parish Council
Minutes of the Parish Council Meeting
held on Tuesday 3rd December 2019 at 7.30pm in The Montefiore Institute

Present: Councillor Dave Burge – Chairman
Councillor Neil Denley
Councillor Marc Guy
Councillor Mark Hughes
Councillor Hayley Waine (from Item 176)

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

19/170 WELCOME AND APOLOGIES

The Chairman welcomed those present.
Apologies were received from Cllr Poulton.

The Chairman wished to record the thanks of the Parish Council to Peter Bash for providing a number of photographs for the new website. Thanks were also recorded for Xavier Hodgetts for his assistance in undertaking the groundwork in providing the new site.

19/171 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.

19/172 PUBLIC PARTICIPATION SESSION

- i. Stisted Orchard – Pruning Course – Confirmed for 19th January. Bookings via Orchards East.
- ii. Blue Plaque – The trustees of the Braintree Society have approved the funding for the plaque for Columbia House. The plaque is currently being designed and it is hoped this will be installed in spring.

172.1 County & District Councillor Reports

- i. County Councillor Report
 - Footpath Defects – A further amount of funding could be available for footpath repairs.
 - Bridge Barriers – A suggestion of installing reflective strips on the barriers to highlight to drivers was raised. It was agreed to check the colour of strip allowed and then install. **Action: Cllr Hughes**
 - Potholes – Residents raised concern regarding the number of potholes in the parish. Cllr Roberts stated that any member of the public can report a pothole on the ECC Highways website. Cllr Denley agreed to check the area by the Golf Course (hedgerow and potholes). **Action: Cllr Denley**
- ii. District Councillor Report
 - Cllrs Unsworth and Walsh were absent from the meeting.

172.2 Parish Paths / P3

Footpaths' Officer Robert Powers reported:

- i. Contact has been re-established with the Public Paths Partnership (P3) PROW Officer for the parish (Ned Gemmill).

19/173 COUNCILLOR VACANCY

The Clerk confirmed that the advert has been placed with a deadline of 15th December for co-option at the January meeting.

19/174 MINUTES OF THE PARISH COUNCIL MEETING HELD 3rd SEPTEMBER 2019

It was resolved that the minutes of the Parish Council Meeting held on 12th November 2019 were a correct record and were duly signed by the Chairman.

Proposed: Cllr Denley, Seconded Cllr Guy.

19/175 CLERK'S REPORT

The Clerk's report was noted.

19/176 PLANNING MATTERS

176.1 Planning Applications

- i. 19/01963/PLD – 66 Rectory Road – the provision of a twin unit mobile home within the garden of a lawful dwelling for use as additional accommodation for family members.

The following comments to be made to BDC:

- Concern that this will become a permanent dwelling.
- Outside of the village envelope.
- Not in keeping with the village and will change the look of entering the village as it will be seen from the road.

- ii. 19/00316/TPOCON – 23 The Street – Notice of intent to carry out works (remove overgrown self-seeded trees to boundary). No objections raised.

176.2 Planning Results

None.

176.3 Planning Appeal

Land known as Gulls Meadow, Woodhouse Farm Road, Tumblers Green

An appeal has been made against an enforcement notice issued to the land owner by BDC. Prior to any response being made, it was agreed to look at the original terms of the notice and the response previously made by the Parish Council. **Action: Clerk**

174.4 Planning Enforcement

Gladwish Land – Email received from BDC stating that a request was sent to the owner of the land to remove the caravan, however no response was received and no further action would be taken. It was agreed to write again stating the Parish Council find this unacceptable and under what grounds would BDC take enforcement action adding that a ditch has been filled in to access the land. **Action: Clerk**

19/177 SUB-COMMITTEE & WORKING GROUP UPDATES

177.1 Communication

Parish Council Website – New website now live. The old site will cease at the end of March 2020 and work is being undertaken to transfer relevant documents.

177.2 Neighbourhood Plan

- Grant approved – to be used by March 2020.
- NHP Website – It was agreed to pay the shortfall for the website hosting fee (approximately £100) and claim back during the next grant application.
- More volunteers are needed to join the Steering Group and an advert will be placed in the January newsletter. **Action: Clerk/Cllr Hughes**

177.3 Recreational Maintenance

Village Green Bollards – Cllr Hughes reported he had been due to meet with Cllr Poulton recently but had been delayed and the meeting will be rearranged.

19/178 TREES

178.1 Village Green Replacement Tree

It was agreed for the Clerk to arrange the purchase of a flowering cherry tree including delivery, planting and a wire tree guard – this would be funded from the BDC Community Grant of £250.

Clerk to also make contact with Stisted Hall thanking them for their previous offer to purchase this tree and enquiring whether they would be happy to fund all/part of the repair work to the iron tree bench. **Action: Clerk**

178.2 Additional Tree (Christmas Tree)

The Chairman reported that a Christmas tree had been purchased together with baubles that were decorated by members of the Youth Club.

178.3 Tree Works Quotation

The Clerk reported that, following advice from BDC, an application for the tree works would need to be made as the trees are within the Conservation Area. Clerk to also inform the resident to make them aware of the delay. **Action: Clerk**

19/179 FINANCE

179.1 Bank Reconciliation

The Clerk/RFO presented the bank reconciliation report to the end of November. There were no queries.

179.2 Payments

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

E-On	Street lighting power (Nov)	£124.32
A&J Lighting	Street lighting maintenance (Nov)	£38.80
Mrs. Whiteside	Clerk Salary (Nov)	£403.92
SLCC	Publication	£72.30
	TOTAL	£639.34

179.3 Operation London Bridge

It was agreed to fund one-third of the overall costs (up to a maximum of £240.00) alongside Bradwell and Cressing Parish Councils.

19/180 PUBLIC PARTICIPATION SESSION 2

Archive Documents in Village Hall – In response to a question, the Chairman reported that members had not yet been able to look at the documents but this will be actioned shortly.

19/181 INFORMATION EXCHANGE AND ITEMS FOR THE NEXT PARISH COUNCIL MEETING

Items for the January agenda:

- Newsletter
- Tree Warden

19/182 DATE OF NEXT MEETING

The next meeting of Stisted Parish Council will be held on Tuesday, 7th January 2020 at 7.30pm at The Montefiore Institute.

Items for inclusion on the Agenda should be sent to the Clerk by noon on Monday 30th December 2019.

The meeting closed at 8.45pm.