

**Stisted Parish Council**  
**Minutes of the Parish Council Meeting**  
**held on Tuesday 7<sup>th</sup> January 2020 at 7.30pm in The Montefiore Institute**

**Present:** Councillor Dave Burge – Chairman  
Councillor Neil Denley  
Councillor Mark Hughes  
Councillor John Poulton  
Councillor Hayley Waine  
Councillor Dave Willingham [from Item 002.2]

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

**20/001 WELCOME AND APOLOGIES**

The Chairman welcomed those present and wished all present a Happy New Year. Apologies were received from Cllr Guy.

**20/002 COUNCILLOR CO-OPTION**

**002.1** Applications had been received from two interested parties, both of whom were invited to the meeting and asked to introduce themselves. Councillors then undertook a vote with the outcome being that Mr Dave Willingham was duly co-opted onto the Parish Council. The Chairman wished to record his thanks to Mr Phil Fisher for his application.

**002.2** Mr Willingham completed the Declaration of Acceptance of Office and then joined the table as Councillor.

**20/003 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.

**20/004 PUBLIC PARTICIPATION SESSION**

- i. Street Lights – Three lights were reported as not working. Clerk to report.
- ii. Land known as Gulls Meadow – Following a request for an update, the Chairman reported that it was felt that no additional information/opinions could be added to that previously made by the Parish Council.

**004.1 County & District Councillor Reports**

- i. County Councillor Report
  - Blocked Street Gullies (agenda item 008.2(ii)) – Cllr Mitchell agreed to check when the gullies were last cleared but stated that current policy is that this is not undertaken annually but on an on-demand basis. He added that the gullies have now been mapped digitally and he will be joining the team in the next few months to see how the new system is working.
- ii. District Councillor Report
  - Cllrs Unsworth and Walsh were absent from the meeting.

**004.2 Parish Paths / P3**

Footpaths' Officer Robert Powers reported:

- i. Walk to China Bridge [Footpath 22] – Broken fence and stile has been reported to ECC (Ref: 2647046). Cllr Hughes agreed to investigate and try to find out the landowner so that remedial works can be undertaken. **Action: Cllr Hughes**  
Following on the ownership of China Bridge itself was discussed and it was agreed to approach ECC Highways for assistance. **Action: Clerk**

- 20/005 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> December 2019 were a correct record and were duly signed by the Chairman.  
**Proposed: Cllr Denley, Seconded Cllr Hughes.**
- 20/006 CLERK'S REPORT**  
The Clerk's report was noted. It was agreed to update all outstanding actions by the next meeting where possible and to publish the report on the new website.
- 20/007 PLANNING MATTERS**
- 007.1 Planning Applications**
- i. 19/02156/HH – 1 Baines Farm Road – Part single, part two-storey rear extension, front porch, internal alterations and refurbishment, and external re-rendering, together with the demolition of existing single-storey elements.  
It was agreed to support this application.
  - ii. 19/00332/TPOCON – Columbia House, The Street – Carry out works to a row of limes, repollard Lime 1, Trees 2,3,5,6,7,8,9 and reduce 10 reduce laterally and pollard to previous height, where there is serious rot at this height and cut back to sound wood. It was agreed there were no objections to this application.
  - iii. 19/02187/HH – Conkerbells, Rectory Road – Erection of single storey front and side extensions, together with the conversion of garage to habitable accommodation. It was agreed to support this application.
- 007.2 Planning Results**
- 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 - Granted
  - ii. 19/01809/FUL – Use of field to provide grazing for ponies, construction of field shelter and new three bar fence around field with entrance gate - Granted.
- 007.3 BDC Corporate Strategy 2020-2024**  
Draft consultation issued for comment by 17 January. Councillors to forward any comments to the clerk. Clerk to add information to the Facebook page to inform residents.  
**Action: Cllrs/Clerk**
- 007.4 Planning Enforcement**  
Gladwish Land – No response received yet from BDC. It was noted that the caravan has been removed from the site; however a number of tyres have been dumped in the ditch opposite the site – Clerk to inform BDC.  
**Action: Clerk**
- 20/008 SUB-COMMITTEE & WORKING GROUP UPDATES**
- 008.1 Communication**
- i. Newsletter – It was agreed to aim to publish the next newsletter by the end of January. Items for inclusion: website, dustcart, litter pick, spring clean. Clerk and Cllr Willingham to prepare a draft.
- 008.2 Community Safety & Engagement**
- i. Street Sign for 1-12 Sarcel – It was reported that emergency vehicles had been unable to find a house in Sarcel recently and signage is required to define exactly where No's 1-12 are situated. Clerk to contact Cllr Mitchell for assistance.
  - ii. Blocked Street Gullies – Covered during the Public Forum – a resident has offered to mark the blocked gullies on a map of the village.
- 008.3 Neighbourhood Plan**
- i. Steering Group Meeting - report
    - Housing Needs Questionnaire – Cllr Hughes is in contact with the RCCE and it is hoped the questionnaire can be delivered with the newsletter.
    - Landscape Assessment – documentation has been signed to appoint Liz Lake Associates to undertake the assessment.
- 008.4 Recreational Maintenance**
- i. Village Green Bollards – Site meeting to take place with report at next meeting.

**008.5 Street Maintenance**

- i. Street Lighting – Following a request for an additional street light between North Lodge and the Green, Cllr Denley reported that the council are looking to undertake a feasibility study of all street lights in the village which will include dark spots and the update to LED lamps.
- ii. Repair to Highway following work undertaken to repair water main burst by Anglian Water – Clerk to report to BDC in the first instance asking them to investigate and take action. **Action: Clerk**

**20/009 TREES**

**009.1 Village Green Replacement Tree**

Clerk reported that the new tree will be delivered and planted next week.

**009.2 Tree Works Quotation**

The Clerk reported that an application for the tree works has been made to BDC and no work can be undertaken until this has been approved.

**20/010 FINANCE**

**010.1 Bank Reconciliation**

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

**010.2 Payments**

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

<b>E-On</b>	Street lighting power (Dec)	£120.31
<b>A&amp;J Lighting</b>	Street lighting maintenance (Dec)	£38.80
<b>Mrs. Whiteside</b>	Clerk Salary (Dec)	£403.92
<b>SLCC</b>	ILCA Course Fee	£118.80
<b>Mr Burge</b>	Xmas Tree reimbursement	£90.00
<b>King &amp; Co</b>	Cherry Tree	£292.80
	<b>TOTAL</b>	<b>£1,064.63</b>

**010.3 Budget and Precept 2020-21**

Cllr Denley report that the Finance Committee had met to discuss the budget and precept for 2020-21. He stated that there had been no increase for the last two financial years and following and overspend in 2018-19 the council had managed a consolidation year and were in a strong position to put money back into the reserves at the end of this financial year. The council wish to be more proactive and will be seeking recommendations from residents on improvements to be made but still maintain a strong reserve. He would therefore like to recommend a small increase in the precept/budget to reflect this.

Upon consideration of the draft paperwork, it was resolved to approve a precept of £14,210 for 2020-21. This was proposed by Cllr Hughes, seconded by Cllr Poulton and agreed by all Councillors. [This equates to a Band D increase equivalent to 54p/month].

*The Chairman, with agreement of the Council, opened the meeting to members of the public present to seek their views on this – those present were in agreement of the increase and the suggestions for improvements in the village.*

**010.4 Electricity Supply – Street Lights**

Cllr Denley has been researching the cost of the electricity for the street lights within the village in view of the current high cost per annum [approx. £1,300]. Only a limited number of companies are available as this is an ‘unmetered supply’.

Quotations have been sought from three companies, including the current supplier, and Cllr Denley proposed a change to OPUS on a one year contract which could save the council in the region of £490/year (based on daily supply rates). This was seconded by Cllr Willingham and agreed by all Councillors. The Chairman wished to record his thanks to Cllr Denley for the work undertaken.

**20/011 PUBLIC PARTICIPATION SESSION 2**

- Street Lighting Supplier – Following a question as to whether OPUS are a supplier of green energy, Cllr Denley replied that invest in renewable sources.
- New Website – It was suggested the new website should be highlighted in the forthcoming newsletter to make residents aware that the old site is closing.

**20/012 DATE OF NEXT MEETING**

The next meeting of Stisted Parish Council will be held on Tuesday, 4<sup>th</sup> February 2020 at 7.30pm at The Montefiore Institute.

Items for inclusion on the Agenda should be sent to the Clerk by noon on Monday 27<sup>th</sup> January 2020.

Agenda Items:

- Joint Village Meeting (HW)
- Village Hall (MH)
- Spring Clean (ND)

The meeting closed at 9.05pm.