

Stisted Parish Council
Minutes of the Parish Council Meeting
held on Tuesday 2nd February 2021 at 7.30pm via Zoom

(as permitted in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) due to the COVID19 Coronavirus crisis)

Present: Councillor Dave Burge – Chairman
Councillor Philip Fisher
Councillor Marc Guy
Councillor Mark Hughes
Councillor Hayley Waine
Councillor Dave Willingham

In attendance: Mrs. Melanie Whiteside – Clerk
County Councillor Robert Mitchell
District Councillor Tom Walsh
Footpaths’ Officer Robert Powers
Greenfields Representative Paul Tandy
Three members of the public

The Chairman opened the meeting by welcoming those present and reminded everyone that the Standing Orders of the Parish Council stipulate a two hour maximum for meetings and that the Public Forum is limited to 15minutes, although there are two to allow residents and invited guests the opportunity to speak at the beginning and end of the meeting.

20/113 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Denley.

20/114 DECLARATIONS OF INTEREST

None.

20/115 PUBLIC PARTICIPATION SESSION

No issues were raised by members of the public present.

115.1 County & District Councillor Reports

- i. County Councillor Mitchell reported on the following:
 - Locality Grant had been used to purchase solar lighting for the pavilion and a further grant made to the school to improve outdoor play for Years 1 & 2.
 - Safer Walking Route to A120 – Continuing to have discussions with Officers on how this can be improved but no solutions as yet. This is an existing footpath from Water Lane to The Dolphin which could be considered as an option, however Councillors reported that whilst there is a bus stop at this location, this would still be a safety issue as children would still need to cross the main road for one part of their journey.
 - Councillor Hughes reported that he is working with ECC on the possibility of a rewilding project for the parish but this is a lengthy process.
- ii. District Councillor Walsh reported on the following:
 - Vaccination Programme – Coggeshall Surgery has vaccinated most of the over 80’s and are now contacting those over 70 or vulnerable. Residents of Stisted registered to this surgery are currently being asked to go to Earls Colne.
 - BDC Local Plan – Following the enquiry, Section 1 of the Plan has been modified to remove two of the proposed “new towns” however a higher housing requirement for the whole Braintree district has been included. BDC are looking to complete the Plan with details to be released early July regarding a separate enquiry.

- Flood Alleviation Scheme – It is believed a planning application will be put in shortly, however no update yet on the previously promised public meetings.

115.2 Parish Paths / P3

Footpaths' Officer Robert Powers reported on the following:

- Fly-tipping – There has been a rise in fly-tipping, especially at entrances to Bridleways and footpaths with streams – it appears to be mainly building/gardening waste.
- Flooding – has caused a number of problems with some paths quite dangerous.
- Fingerboard – Replacement sign installed on Bridge Hall Road from Water Lane to the A120.
- Kissing Gate – the gate on Footpath 22 (China Bridge towards Jenkins Farm) has completely collapsed.

115.3 Village Hall Report

Cllr. Hughes reported that the hall is closed once again due to the lockdown, with the AGM planned, via Zoom, for the end of March.

115.4 Greenfields

Mr. Tandy reported he had spoken with some residents informally to seek their views on parking. This will be discussed further by the Working Party.

County Cllr Mitchell left the meeting at 8:00 p.m.

20/116 PREVIOUS MEETING MINUTES

It was **RESOLVED** that the minutes of the Parish Council Meeting held on 5th January 2021 (virtual) were a correct record and it was **AGREED** these would be signed by the Chairman at a later date.

20/117 CLERK'S REPORT

The Clerk's report and Projects List were noted and updated.

20/118 PLANNING MATTERS

118.1 Planning Applications

- 20/02063/LBC – 66 Rectory Road – To remove part of a wall between the kitchen and utility. As this is a listed building, the Parish Council will seek to ensure that the application meets Heritage requirements.
- 20/02235/HH – 74 Sarcel – Part single, part two-storey rear extension. The Parish Council made no comment on this application.
- Information Only – 21/00131/AGR – Covenbrook Hall Farm – Application for prior notification of agricultural or forestry development – Erection of a steel framed building. Whilst BDC are not seeking any comment it was **AGREED** to respond to put forward historical content that is relevant to this development. The Parish Council were notified of the following application today:
- 21/00291/TPOCON - The Red House 52 Back Lane - Notice of intent to carry out works to tree in a Conservation Area - T1 Robinia - Reduce to previous pruning points - ie up to 2m maximum - General tree maintenance to safeguard life of trees. It was **AGREED** to seek advice from the Tree Warden.

118.2 Planning Results

The following applications have been granted:

- 20/00436/TPOCON – 26-27 The Street – Fell 3 Leylandii trees situation along boundary line between 27 The Street and Bramble Cottage.
- 20/01845/FUL – The Onley – Change of Use of first-floor rear floorspace into a Beauty Treatment Salon.
- 20/00381/HH – Jenkins Farm Kings Lane – Formation of tennis court with associated fence enclosure.

118.3 Councillor Planning Training

Councillors Hughes and Waine gave a verbal report of recent planning training undertaken with EALC, stating this was a very informative course and recommended that all Councillors attend.

One interesting point was that all new builds should include a Community Infrastructure Levy (CIL) to which a Parish Council is entitled to receive 15% towards providing infrastructure to support development and to mitigate the impact of the development. This is agreed between the Developer and District Council at application. It was **AGREED** to look back at developments in the parish to see if a CIL had been levied against it.

20/119 **LAND OPP. BROOKS FARM (GLADWISH LAND)**

The Clerk reported that a response had been received from the Environment Agency stating they have been in contact with the landowners to inform them of the offences carried out on their land and to request that they arrange for the waste to be removed. Adding they are working with the local authority to determine the best way forward in order to ensure the removal of the remaining waste by the landowner. It was **AGREED** to respond requesting a further site meeting as it is clear no waste has yet to be removed from the site.

20/120 **SUB-COMMITTEE & WORKING GROUPS UPDATE**

120.1 Communication

- i. Website – Cllr Willingham reported that the work is ongoing, however it is taking longer than originally planned due to time restrictions.
- ii. Newsletter – It was **AGREED** to discuss this again at the April as it was felt that there is currently limited content/information to put together a newsletter.

120.2 Community Safety & Engagement

- i. Affordable Housing – Cllr Hughes reported that representatives from RCCE and Hastoe Housing have been invited to attend the next meeting to give a presentation and answer questions. Councillors are asked to forward any questions to the Clerk prior to the meeting.
- ii. Portable Speed Signs – The Clerk reported that the first step in this process would be for ECC Highways to undertake speed surveys at the relevant locations to ascertain if there is a need for the signs, however due to lockdown no surveys are currently being carried out. County Councillor Mitchell has stated he would be happy to support this initiative. It was **AGREED** to keep on the agenda to progress.

Councillor Hughes reported that the speed signs at the junction of Water Lane and Back Lane are faded and need replacing. The Clerk reported this would not be a priority for ECC Highways but will send through a report. It was also **AGREED** to request permission for the Parish Council to replace them.

120.3 Parking

- i. Working Group – Councillor Waine agreed to take the lead on the group and will contact members to set up the first meeting.

120.4 Neighbourhood Plan

- i. Steering Group – Cllr Hughes reported that there had been no response to a second request for volunteers to get involved and stated that without additional support it will become increasingly difficult to drive the Plan forward. Mr. Alan Routledge has agreed to step into the lead role within the group – however the group have agreed to take a break until the next meeting at the end of February at which point they will draft an article for the Parish Magazine informing residents that the project may fail if no new volunteers step forward.

120.5 Street Maintenance

- i. Flooding – Councillor Fisher reported that the recent work undertaken by ECC Highways had not had any affect – in fact, they had reported that the drains were not blocked so had only been on site for one day. ECC have reported that the issue is caused by drainage that runs through private land. It was **AGREED** to seek advice/support from County Councillor Mitchell.

20/121 FINANCE**0121.1 Bank Reconciliation**

The Clerk/RFO presented the bank reconciliation report to the end of January.

121.2 Payments

It was **RESOLVED** to approve the payments as per the schedule attached.

The Chairman queried a payment to A&J Lighting for a repair undertaken to a lamp that had been working. The Clerk reported that the company had tested the lamp and, whilst the lamp came on, it was quite dull and going black which is a sign of imminent failure so it had been changed. It was **AGREED** to request photographic evidence of damage for future repairs/replacements. It was further **AGREED** that Councillor Fisher would put an identification numbers on all lights so that this can be reported rather than just a location.

121.3 Streetlight Electricity Supply

The Clerk reported that the current fixed term contract with Opus Energy ends in March. It was **AGREED** to sign up for a further year.

121.4 County Councillor Locality Grant

The Clerk reported that confirmation of the grant for solar lighting on the pavilion had been received from ECC and the unit is on order.

121.5 Grant Applications

It was **Resolved** to approve the grant applications received from the Village Hall for contributions towards maintenance and for landscaping the area to the right hand side of the car park and install an external tap.

Village Hall	Grant - Maintenance	£300.00
Village Hall	Grant – Landscaping & External Tap	£200.00
TOTAL		£500.00

It was noted that this amounts to 50% of the budget available for grants – the Clerk stated that the policy has been updated for the next financial year which included specific deadlines for receipt of applications and that an organisation can only put forward one application in a financial year.

20/122 PUBLIC PARTICIPATION SESSION 2

The following issues were raised/reported:

- Affordable Housing – A question was raised whether members of the public can put forward questions to the representatives. It was noted that these can be forwarded to the Clerk but there is no guarantee they will be addressed by the representatives at the next meeting.

20/123 INFORMATION EXCHANGE AND ITEMS FOR THE NEXT AGENDA

No items raised.

20/124 DATE OF NEXT MEETING

The next meeting of Stisted Parish Council will be held on Tuesday, 2nd March 2021. Items for inclusion on the Agenda should be sent to the Clerk by noon on Friday, 19th February 2021.

Please note all meetings will be virtual until such time as legislation allows face to face meetings.

20/125 CLOSE OF MEETING

The meeting closed at 9:00p.m.