

Stisted Parish Council
Minutes of the Parish Council Meeting
held on Tuesday 2nd March 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 Neil Denley – Vice 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
Laura Atkinson – Rural Community Council of Essex (RCCE)
Sophie Robinson – Hastoe Housing Association
Four members of the public

20/126 APOLOGIES FOR ABSENCE
None.

20/127 DECLARATIONS OF INTEREST
None.

20/128 PUBLIC PARTICIPATION SESSION

128.1 Affordable Housing – Presentation from RCCE and Hastoe Housing

Laura Atkinson, Rural Housing Enabler, RCCE

- Helps, impartially, with housing needs, particularly in rural areas supporting Parish Councils and Community Groups.
- Appointed by the Neighbourhood Plan Steering Group to undertake a Rural Housing Needs Survey as part of the plan process. This is a recognised survey and the data is valid for 4/5 years.
- The survey report indicated there is an assessed need for three housing units. The need for units is mainly for young families or those wishing to downsize but stay within the parish.
- The Neighbourhood Plan is a good tool for engaging residents and seeking their views.

Sophie Robinson, Development Manager, Hastoe Housing

- Work with rural communities to provide affordable and sustainable homes for local people via affordable and social rental or shared ownership properties.
- The Upper Salter development was for 7 rental and one shared ownership properties. Three of the original tenants are still in situ.
- Properties are allocated by the District Council based on the S106 (Rural Exception Housing) conditions attached to the site when it was built. A S106 agreement is signed by the Housing Association and the local authority and ensures that the homes are kept affordable.

128.2 County & District Councillor Reports

- i. County Councillor Mitchell gave a brief report on the following issues:
Flooding, Council Tax (County level), Quiet Lanes, Cycle Paths and the newly launched Solar Together Scheme.
- ii. District Councillor Walsh gave a brief report on the following issues:
Local Elections, BDC Local Plan, Council Tax (District level).

128.3 Parish Paths / P3

Footpaths' Officer Robert Powers reported on the following:

- Flytipping – He was very impressed with the quick action undertaken by BDC to clear the area.
- Footpath 7 – Bridge has been renewed.

128.4 Village Hall Report

Cllr. Hughes reported that the hall cannot reopen fully until June but it can open for limited, specific, bookings from 12 April. The AGM will be held, via Zoom, on 31 March.

128.5 Greenfields

Mr. Tandy had sent apologies as he was unable to attend this evening.

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

20/129 PREVIOUS MEETING MINUTES

It was **RESOLVED** that the minutes of the Parish Council Meeting held on 2nd February (virtual) were a correct record and it was **AGREED** these would be signed by the Chairman at a later date.

20/130 CLERK'S REPORT

The Clerk's report and Projects List were noted and updated as follows:

- Rewilding Project – Will take some time to put into place. The first step will be to applying for a licence from ECC. In the meantime a pilot project at Tumblers Green will start in the next few weeks.
- Village Green Bollards – the sleeves are currently being finalised.

20/131 PLANNING MATTERS

131.1 Planning Applications

- i. 21/00352/TPOCON– Greenside, The Street – Notice of intent to carry out works to trees in a Conservation Area. Comment to be made based on the recommendations of the Tree Warden.

131.2 Planning Results

The following applications have been granted:

- i. 20/00636/LBC – 1 Baines Farm Cottages – Demolition of single storey outshots, replacement of cement render with lime render, restoration of plinth, repair of oak frame, replacement of concrete ground floors, removal of modern partitions & stairs, removal of chimney, removal of external services.
- ii. 20/00639/HH – 1 Baines Farm Cottages – Erection of two-storey rear extension and single-storey oak framed link sunroom, removal of canopy porches and minor fenestration alterations.
- iii. 20/02072/HH – 124 Coggeshall Road – First floor infill extension.

131.3 Stisted Mill

Following reports received regarding possible unauthorised building works to a Listed Building, it was **AGREED** to pass these concerns to English Heritage so that it may be investigated.

Rectory Road – Councillors questioned the traffic survey strips which had recently been installed along Rectory Road. It is believed the survey is being undertaken by a developer and concerns were raised that, due to the current lockdown and a car being parked over the strips, the outcome would not be a true reflection of normal traffic flow. It was **AGREED** to write to Planning Enforcement at BDC.

20/132 LAND OPP. BROOKS FARM (GLADWISH LAND)

The Clerk reported that a response had been received from the Environment Agency stating they will be using the information and intelligence gained in a wider investigation into illegal waste activities by the operator but that the waste removal now falls within the remit of BDC. BDC have also stated they are continuing to contact the landowners to remove the waste.

20/133 SUB-COMMITTEE & WORKING GROUPS UPDATE

133.1 Communication

- i. Website – Cllr Willingham reported that the work is ongoing, however it is taking longer than originally planned due to time restrictions.

133.2 Community Safety & Engagement

- i. Affordable Housing – Following the presentations from RCCE and Hastoe Housing, it is clear this needs to be community led. It was agreed this cannot be done effectively until after the lockdown restrictions are lifted. It was **AGREED** to discuss this further at the next meeting.
- ii. Portable Speed Signs – Approximate costings for two difference signs were tabled and a discussion was held on the Parish Council purchasing a sign with it being sited on private land (which would negate the need for a speed survey). It was **AGREED** to contact Greenstead Green Parish Council who had done this and research costs / insurance prior to a decision being made at the next meeting.
- iii. Village Event – The Parish Council had been approached to assist with a village wide, post COVID, event and it was unanimously **AGREED** to participate.

133.3 Parking

- i. Working Group – Councillor Waine reported the group had held their first meeting where key areas within the village had been identified. A survey will be undertaken once restrictions are lifted and the Working Group will then look to liaise with outside agencies.

133.4 Recreational Activities

- i. Playground Equipment Maintenance – The monthly inspection has highlighted a few repairs that are needed and it was **AGREED** to undertake these. It was further noted that the equipment was in need of a re-paint and Cllr Denley **AGREED** to add this to the worklist for when the white gates are painted.

Councillor Guy left the meeting.

133.5 Neighbourhood Plan

- ii. Steering Group – Cllr Hughes reported that the group had met last week and that a public meeting would be held once it is possible to do so.

133.6 Street Maintenance

- i. Flooding – The Clerk reported she has spoken with ECC who have confirmed that the Jetting Crew and Civils Repair team have both attended the site but the ongoing issues are beyond the scope of the Revenue Maintenance team, therefore this site has been submitted for a Surface Water Alleviation Scheme (SWAS), however the site is currently ranked 32 out of 123 schemes and planning to address this SWAS scheme is currently scheduled for 2022/23. Cllr Fisher reported that the Golf Club have cleared the drains to their boundary.

20/134 FINANCE

134.1 Bank Reconciliation

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

ACTION: Solar Lighting to be added to the Assets Register.

134.2 Payments

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

134.3 Streetlight Electricity Supply

The Clerk reported that a new 2yr contract with Opus Energy had been agreed.

134.4 Village Pantry

The Chairman reported that a Village Pantry had been set up by the Church which was proving to be a success. It was **AGREED** that as the Friendship Kitchen had not taken place over the Christmas Period the £50 maximum donation set aside for this could be used to purchase containers/food storage for use by the Village Pantry.

134.5 SLCC Membership

It was **Resolved** to approve the purchase of annual membership to the Society of Local Council Clerks (SLCC) for the Clerk as per contract terms.

20/135 PUBLIC PARTICIPATION SESSION 2

The following issues were raised/reported:

- Community Infrastructure Levy (CIL) – Following a question on this issue, the Clerk reported that a response has yet to be received from BDC.
- 20/01134/OUT Horse Shoes, Rectory Road – Following a question on work being started on this site, the Clerk stated that a report had been made to BDC Planning Enforcement following the last meeting.
- Affordable Housing – A resident stated that the Parish Council, in conjunction with the Neighbourhood Steering Group, do need to involve the whole village in any discussions relating to affordable housing.

20/136 INFORMATION EXCHANGE AND ITEMS FOR THE NEXT AGENDA

- Youth Football Club – To discuss a request from a youth team to use the football pitch for training on a Tuesday evening. It was **AGREED** to request further information for discussion at the next meeting.

20/137 DATE OF NEXT MEETING

The next meeting of Stisted Parish Council will be held on Tuesday, 6th April 2021. Items for inclusion on the Agenda should be sent to the Clerk by noon on Friday, 26th March 2021.

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

20/138 CLOSE OF MEETING

The meeting closed at 9:20p.m.