

**Stisted Parish Council**  
**Minutes of the Parish Council Meeting**  
**held on Wednesday 1<sup>st</sup> December 2021 at 7.30pm**

**Present:** Councillor Dave Burge – Chairman  
Councillor Neil Denley – Vice Chairman  
Councillor Philip Fisher  
Councillor Helen Remfry  
Councillor Hayley Waine

**In attendance:** Mrs. Melanie Whiteside – Clerk  
Footpaths Officer Bob Powers  
Two members of the public

**21/99 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Hughes and Willingham.

**21/100 DECLARATIONS OF INTEREST**

None.

**21/101 PUBLIC PARTICIPATION SESSION**

The following items were raised by members of the public:

- Remembrance Soldiers – are still in situ.  
*[The Chair reported these will be taken down shortly].*
- Weight Limit Signs – at the two entrance roads from the A120.

**101.1 County & District Councillor Reports**

- i. County Councillor Thorogood had sent his apologies.
- ii. District Councillors Unsworth and Walsh were absent from the meeting.

**101.2 Parish Paths / P3**

Footpaths' Officer Robert Powers reported that all issues reported at the last meeting are still awaiting works to commence. He added that horses and bicycles are not allowed on public footpaths, only bridleways – but there is evidence that bicycles and horses are using some public footpaths.

**101.3 Village Hall Report**

Mr. Hughes sent a written report stating that, in light of recent changes to regulations, masks must now be worn at all times inside the hall and it is still limited to a maximum of 30 people.

**21/102 PREVIOUS MEETING MINUTES**

It was **RESOLVED** that the minutes of the Parish Council Meeting held on 3<sup>rd</sup> November were a correct record and these were subsequently signed by the Chairman.

**21/103 CLERK'S REPORT & PROJECTS LIST UPDATE**

The Clerk's Report and Projects List were noted.

**21/104 PLANNING MATTERS**

**104.1 Planning Applications**

- i. None.

**104.2 Planning Results**

- i. 21/00822/FUL – Land off Rectory Road – Proposed erection of 3no dwellings and associated development – Application **GRANTED**.

- ii. Bridleway – Application for Modification Order – Insufficient to justify making any changes to the definitive map and statement.

## 21/105 SUB-COMMITTEE & WORKING GROUPS UPDATE

### 105.1 Community Safety & Engagement

- i. Queen’s Platinum Jubilee Weekend (2-5 June 2022) – It was agreed to look at holding a “Big Jubilee Lunch” in the parish on Sunday 5 June. However, volunteers would be needed and it was agreed to put a request out for residents to help bring this together.

### 105.2 Parking

- i. School parking – Councillors recorded their thanks to Cllr Willingham for the draft methodology report. This has been sent to the Headteacher and it is anticipated that a joint meeting will be held prior to the Xmas break.

### 105.3 Recreational Activities

- i. Playing Field – Monthly inspection reported noted.
  - The replacement mushroom head has been delivered and this will be installed shortly.
 Next Agenda – To discuss constructing a pathway from the rear of the Onley to link all play equipment as part of a funding application.
- ii. Pavilion – It was agreed to add the painting of the pavilion to the specification for painting the equipment which will go out to tender in the spring.  
Next Agenda: To discuss the purchase of metal clips to be installed at the base of the play equipment to stop damage from strimming.
- iii. Trees Whips & Bulbs – Application to BDC was successful and these have now been collected. There had been no response to the Facebook post asking for suitable locations for planting. It was therefore agreed to plant the bulbs by the entrance gates with the trees being planted on the road to Greenstead Green and to replace sections along Kings Lane.
- iv. BDC Open Spaces Action Plan 2022 – it was agreed to request the following be added to the plan for Stisted:
  - Playground Refurbishment including the installation of sun shade/canopy.
  - Street Lights – upgrade to LED lamps and installation of new lamps in dark spots.

### 105.4 Street Maintenance

- i. Rewilding Project – There had been no response to the Facebook post asking for suitable locations. It was agreed to issue again prior to a final decision being made at the next meeting.
- ii. Street Lighting - Cllr Denley reported he is awaiting a response from ECC Highways. He will then make contact with our maintenance contractor seeking a quote for installation of the LED lamps.
- iii. Village Green Bollards – Cllr Hughes had sent an update reporting that the 45 brackets have yet to be delivered. It was agreed to ask Cllr Hughes to put together costings for replacement bollards for discussion/agreement at the next meeting.
- iv. VAS/CID – ECC Application Process – Following the new initiative from ECC, it was agreed to put in an application for a temporary device.

## 21/106 FINANCE

### 106.1 Bank Reconciliation

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

### 106.2 Payments

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

It was unanimously **AGREED** to purchase gifts for Santa to give to the children when he visits the parish on Friday – total costs £99.42

### 106.3 2022/2023 Budget

Draft budget noted. Final figures will be presented at the next meeting for approval.

**106.4 Grant Applications**

One application received by the deadline from the Stisted Archives. Following discussion, it was **AGREED** to part fund the application for £200.

Next Agenda: Policy review to include a maximum application amount.

**21/107 PUBLIC PARTICIPATION SESSION 2**

- Footpath by The Onley – Residents suggested making this a shingle path as it get very muddy in the winter.
- Slide – Resident reported that the bottom of the slide fills with water after rain.

**21/108 INFORMATION EXCHANGE AND ITEMS FOR THE NEXT AGENDA**

- Neighbourhood Plan – Committee currently working towards getting the plan in a position so they can engage a planning consultant to assist in developing policies. This should be the final step before the draft plan starts to take place.

**21/109 DATE OF NEXT MEETING**

The next Parish Council meeting will be held on Wednesday, 5<sup>th</sup> January 2022 at 7:30p.m. in the Village Hall.

**21/110 CLOSE OF MEETING**

The meeting closed at 21.00.

DRAFT