

**Stisted Parish Council**  
**Minutes of the Parish Council Meeting**  
**held on Wednesday 6<sup>th</sup> April 2022 at 7.30pm**

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

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

The Chairman explained the process of the meeting and rules of the Public Forum to those present. He also wished to record the thanks of the Parish Council to Cllr Hughes of Big Bear Cider for the work undertaken to get supplies to help the people of Ukraine.

**01 APOLOGIES FOR ABSENCE**

All Councillors were present.

**02 DECLARATIONS OF INTEREST**

None.

**03 PUBLIC PARTICIPATION SESSION**

The following items were raised by members of the public:

- Post Office – Set to re-open next week. To start with the Post Office and Shop will only be open on a Monday afternoon.
- European Orchard Blossom Day – 29 April. The Community Orchard will be open and it is hoped this will coincide with the opening of the Archive Room. The Orchard is now listed on the UK Community Orchard List as part of Orchard East.
- Queen’s Green Canopy – BDC have awarded the Village Hall with a virtual plaque following the planting of the tree whips.
- Gulls Meadow – It appears that a number of glamping tents have been erected with no evidence of a planning application. It was agreed to pass this information on to Planning Enforcement at BDC.

**03.1 County & District Councillor Reports**

- i. County Councillor Thorogood was absent from the meeting.
- ii. District Councillors Walsh and Unsworth were absent from the meeting.

**03.2 Parish Paths / P3**

Footpaths’ Officer Robert Powers stated that works to the bridge on FP22 have yet to be undertaken by ECC.

**03.3 Village Hall Report**

Mr. Hughes reported that the AGM had taken place last week.

**04 PREVIOUS MEETING MINUTES**

It was **RESOLVED** that the minutes of the Parish Council Meeting held on 2<sup>nd</sup> March 2022 were a correct record and these were subsequently signed by the Chairman.

**05 CLERK’S REPORT & PROJECTS LIST UPDATE**

The Clerk’s Report and Projects List were noted.

**06 PLANNING MATTERS****06.1 Planning Applications**

- i. 22/00433/FUL – 66 Rectory Road – Installation of 30 panel solar array and associated inverters in paddocks to the south east of the property.  
The Chairman invited the owner to explain the details of the application and answer questions. Following this, it was agreed to support this application.
- ii. 22/00690/TPOCON - 109 Water Lane - Notice of intent to carry out works to trees in a Conservation Area - 1 x Large Ash in rear garden. Following advice from the Tree Warden, it was agreed to make no comment on this application.
- iii. Feering Neighbourhood Plan – Consultation document can be found on the BDC website.

**06.2 Planning Results**

- i. 21/03709/DAC - Gleneagles Rectory Road - Application for approval of details as reserved by conditions 3 & 8 of approved application 21/00822/FUL - GRANTED.
- ii. 22/00154/PLD - 4 Kentish Cottages Kentish Farm Road - Application for a Certificate of Lawfulness for a proposed development - Erection of detached single-storey annexe – REFUSED

**06.3 Land Opp. Brooks Farm**

Members discussed a draft letter to be sent to the landowner who has removed part of the hedgerow, installed paving stones and appear to be storing items on the site – all of which are not allowed under the Article 4 Directive on this land. It was agreed to undertake a land registry search to find the name of the owner and look at seeking professional advice from a Solicitor before sending the letter. The Chairman reported that he has received information that Gladwish are awaiting quotes for the removal of waste on another section of the land.

**07 SUB-COMMITTEE & WORKING GROUPS UPDATE****07.1 Communication**

- i. Climate Conference – Cllr Remfry gave a further report on training undertaken – information on ways to reduce carbon have been included in the newsletter.
- ii. Mobile Library – Response from ECC reporting that the last review was undertaken in 2018 and it is likely that the service was stopped due to lack of use. They do have a new community outreach vehicle which could be booked.

**07.2 Community Safety & Engagement**

- i. Queen's Platinum Jubilee Weekend (2-5 June 2022) – Cllr Waine gave an update on how the plans are progressing for the Sunday village event.  
Toilet Facilities – Following the last meeting, a further two companies had been approached for quotations. Only one had replied and this cost was significantly lower than the first company. It was agreed to approve and book this.
- ii. Litter Pick – Dates set for Saturday 21 May and Saturday 10 September. A provisional date for the Dust Cart was set for Saturday 1 October.  
Purchase of new warning signs – It was agreed to purchase 8 new lightweight/foldable warning signs.
- iii. Montefiore Institute – It was agreed to offer to help with promoting the meeting room and Post Office via advertising in future newsletters and on social media.
- iv. Police Report – Members discussed the 'Police our Parish' summer project and agreed to offer support. Clerk to contact the School to gauge interest in a joint speeding operation prior to responding to PC Draper.

**07.3 Parking**

- i. School parking – No update.

**07.4 Recreational Activities**

- i. Playing Field – Monthly inspection reported noted. It was agreed to purchase a replacement safety sign for the Basketball plate.
- ii. Play Equipment – Members noted the annual inspection will be undertaken in May.

- iii. Refurbishment of Equipment – Cllr Fisher has devised a specification for painting and it was agreed he would be the contact liaison for the tenders. It was agreed to add the painting of the pavilion to the specification.
- iv. Football Pitch – A budget of £300 was approved for the purchase of top soil. Timeframe for installation between 1 June – mid/end July. Football Club will undertake the distribution of the soil on the pitch.
- v. Path to Equipment – Due to rising costs of materials/fuel, it was agreed to research different contractors / materials so that the installation can still proceed.

#### **07.5 Street Maintenance**

- i. Street Lighting – There is currently a component supply issue which has meant a delay in delivery but it is hoped the new LED lamps will be delivered soon.
- ii. Village Green Bollards – A sample bollard will be available next week. Information/quotations have been received from alternative companies. To be investigated/considered prior to a final decision on type/style/company at the next meeting – to include decision on supply of post shrouds to prevent strimmer damage.
- iii. Grass Cutting Contract/Tender – Three companies were approached for quotations, of which only one responded. A further quotation was received from another company prior to the meeting. Following discussion, it was agreed to award the contract to JPB Landscapes.
- iv. Dog Bins – Clerk to contact BDC regarding replacement of the bin near the Church as the underneath is rusty and ask if a larger bin could be installed. Following discussion, members agreed not to place a dog bin on the Village Green due to health risks to school children. It was agreed to contact the Village Hall and Golf Club to look for alternative locations.
- v. Roundels on Roads at Village Boundary – Clerk reported that this work has been included on the Local Highways Panel schedule for 2022-23 but this does not state a timeframe for completion.
- vi. Speed Signs on Village Gates – Signs would need to be designed to ECC standard, installed by an approved company and a permit applied for each location. It was agreed to seek quotations for this work.
- vii. BDC Re-Wilding Project – BDC are expanding their planting initiative and are seeking locations that would benefit from re-wilding. As these must be BDC owned and maintained by BDC, there are no suitable locations in the village. A discussion took place on whether it would be possible to turn a corner section of the playing field into a wild flower area.

### **08 FINANCE**

#### **08.1 Bank Reconciliation**

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

#### **08.2 Payments**

It was **RESOLVED** to approve the payments as per the schedule, including the payment of two invoices received after the publication of the schedule.

#### **08.3 Financial Report to end March**

The Clerk/RFO presented the report for the final quarter to year end.

#### **08.4 Transfer of Funds**

Councillors discussed year end General Reserves and **RESOLVED** to transfer £4,200 into the Earmarked Reserves “Projects” to allow for the continuation of works in the 2022-23 financial year.

#### **08.5 Queen’s Platinum Jubilee**

Councillors **RESOLVED** the transfer of £500 from General Reserves into a new Earmarked Reserve fund “Jubilee” to cover expenditure related to the celebrations.

#### **08.6 Street Cleaning Agreement 2022-23**

It was **AGREED** to approve the 2022-23 Street Cleaning Agreement with BDC.

**09 PUBLIC PARTICIPATION SESSION 2**

- Rectory Road – The edge markers have disappeared and the curbstones are loose. The Clerk requested photographs and exact location so this can be reported to ECC Highways.

**10 INFORMATION EXCHANGE AND ITEMS FOR THE NEXT AGENDA**

- Flooding off Water Lane – Cllr Waine continues to pursue ECC Highways for action.
- May Agenda – Section 106 – Application to BDC for Funding.

**11 DATE OF NEXT MEETING**

The Annual Parish Assembly will be held on Wednesday, 4 May at 7:30p.m. in the Village Hall. This will be immediately followed by the Annual Parish Council Meeting.

**12 CLOSE OF MEETING**

The meeting closed at 21:20.