

Stisted Parish Council
Minutes of the Parish Council Meeting
held on Wednesday 1st June 2022 at 7.30pm

Present: Councillor Neil Denley – Chairman
Councillor Philip Fisher
Councillor Mark Hughes
Councillor Helen Remfry
Councillor Dave Willingham

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

28 APOLOGIES FOR ABSENCE

Apologies for absence received from Cllrs Burge and Waine.

29 DECLARATIONS OF INTEREST

Cllr Willingham declared a personal interest in planning application 22/01183/TPOCON.

30 PUBLIC PARTICIPATION SESSION

No items were raised by members of the public at this point.

30.1 County & District Councillor Reports

- i. County Councillor Thorogood had sent a written report covering:
 - Launch of ECC pothole initiative. The Parish Council are invited to send through details of six potholes for repair as part of this initiative. Cllr Denley agreed to action and send the relevant information to County Cllr Thorogood.
 - A120 Dual Carriageway Route – ECC statement read out – it is anticipated the National Highways will be making an undated route recommendation shortly.
 - Petition – This has been handed to Cllr Lee Scott and an application has also been made to the Local Highways Panel.
- ii. District Councillors Walsh and Unsworth were absent from the meeting.

30.2 Parish Paths / P3

Footpaths' Officer Robert Powers reported that two landowners have received letters requesting clearance of footpaths. He also reported that ECC have a new Rights of Way Officer – Ms. Coleman.

30.3 Village Hall Report

Mr. Hughes reported that there is availability for a regular hirer on a Friday afternoon.

31 PREVIOUS MEETING MINUTES

It was **RESOLVED** that the minutes of the Parish Council Meeting held on 4th May 2022 were a correct record and these were subsequently signed by the Chairman.

32 MEETING ACTIONS REPORT & PROJECTS LIST UPDATE

The updated Actions Report and Projects List were noted.

33 PLANNING MATTERS

33.1 Planning Applications

- i. 22/01183/TPOCON – 4 Brickwall Farm – Reduce Silver Birch by 8ft, crown reduce Maple by 3m, reduce Birch by 5ft and remove Cherry – Having taken advice from the Tree Warden, it was agreed to make no comment.

33.2 Planning Results

None.

33.3 Gulls Meadow

Further information has been submitted to BDC Planning Enforcement and we await the formal outcome from this.

34 SUB-COMMITTEE & WORKING GROUPS UPDATE

34.1 Communication

- i. Climate Change – Cllr Remfry is making contact with village organisations to look at ways to work together.
Litter Pick – Report from recent litter pick noted. It was agreed to discuss best times to undertake a litter pick at the next meeting – i.e. prior to and after the annual ECC verge cut.

34.2 Community Safety & Engagement

- i. Queen's Platinum Jubilee Weekend (2-5 June 2022) – Final preparations are taking place for the event.
- ii. Neighbourhood Plan – The sub-committee are awaiting quotations for the appointment of a Planning Consultant. Once received, a grant application will be made.
- iii. Saturday Shopper Bus – BDC have stated this could be re-introduced but would rely on volunteer drivers. There is also now an annual membership fee of £26 plus a cost of £31 per trip. It was agreed to see if the service is still required and if anybody is willing to become a volunteer driver.

34.3 Parking

- i. School parking – Cllr Willingham reported that County Cllr Thorogood would support an application for a Traffic Regulation Order and this will be submitted shortly.
[The meeting was adjourned to allow a resident to express concerns over parking issues in Sarcel. The Chairman replied that, whilst the Parish Council has very limited powers, we are working with other organisations to try to find a solution to parking issues throughout the village].

34.4 Recreational Activities

The Chairman wished to record the thanks of the Parish Council to Councilor Fisher for work undertaken to repair and the iron bench which is has been reinstated on the Village Green.

- i. Playing Field – Monthly inspection reported noted.
Top Soil – Purchase no longer required as Cllr Fisher had obtained a smaller amount and put around the goalposts with some grass seed.
- ii. Purchase of Fertilizer – It was agreed to obtain a quote from the grass cutting contractor to undertake this work asap and again in September.
- iii. Fencing – Repairs to broken fencing near the swings to be arranged.
- iv. Hedges – It was agreed to ask the landowner to cut back overgrowing hedging which is restricting access to the playing field.
- v. Footpath to Equipment – Cllrs Burge and Fisher to liaise following offer of materials from a local landowner.

34.5 Street Maintenance

- i. Rural Verge Cutting – Information received from BDC that they are to continue with a single cut for the next three years with ad-hoc safety cuts relating to road safety being undertaken following requests. It was agreed to apply for a safety cut at Shelborne Bridge.
- ii. Salt Bag Partnership – It was agreed to apply to ECC for inclusion.

Street Lighting – Cllr Denley reported that the two trial LED lamps had been installed and he will inform residents and ask for their feedback.

35 FINANCE

35.1 Bank Reconciliation

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

35.2 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.

35.3 Accounts for the Year Ending 31 March 2022

The Clerk as Responsible Financial Officer (RFO) presented the finalised accounts for the year ending 31 March 2022 and it was **RESOLVED** to accept and approve these for signing.

35.4 Painting of Play Equipment & Pavilion

The Clerk reported that, of the four companies approached, only two had responded. It was agreed to award the contract to JCS External Solutions.

36 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2021-22

36.1 Annual Internal Audit Report

Members noted the Internal Audit Report signed by the Auditor.

36.2 Annual Governance Statement 2021-22

It was **RESOLVED** to approve the Annual Governance Statement 2021-22 and for this to be signed by the Chairman and Clerk of the meeting.

36.3 Annual Statements 2021-22

It was **RESOLVED** to approve the Accounting Statement 2021-22 and for this to be signed by the Chairman of the meeting.

36.4 Certificate of Exemption

As neither gross income nor expenditure for the authority exceeded £25,000 it was **RESOLVED** to approve the Certificate of Exemption 2021-22 and for this to be signed by the Chairman of the meeting and RFO.

The Clerk reported that the Period of Electors Rights would run from Monday, 13 June to Friday, 22 July – this is the period of time that allows for any resident on the electoral role to put forward questions on the accounts to the external auditor, PKF Littlejohn.

37 PUBLIC PARTICIPATION SESSION 2

No further issues raised.

38 INFORMATION EXCHANGE AND ITEMS FOR THE NEXT AGENDA

- Village Green Bollards – Are on order.

39 NEXT PARISH COUNCIL MEETING

The next meeting of the Parish Council will be held on Wednesday, 6th July at 7:30p.m. in the Village Hall.

40 SEPTEMBER MEETING

Councillors considered the options available regarding Clerk cover for the September meeting and it was agreed to liaise with Cllr Burge, as Chairman, prior to a decision being made.

41 CLOSE OF MEETING

The meeting closed at 20:45.