

**Stisted Parish Council**  
**Minutes of the Parish Council Meeting**  
**held on Wednesday 2<sup>nd</sup> November 2022 at 7.30pm**

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

**In attendance:** Mrs. Melanie Whiteside – Clerk  
County Councillor Paul Thorogood  
Footpaths Officer Bob Powers  
13 members of the public

**78 APOLOGIES FOR ABSENCE**

Apologies for absence received from Cllr Hughes.

**79 DECLARATIONS OF INTEREST**

None.

**80 PUBLIC PARTICIPATION SESSION**

The following items were raised by members of the public:

- Shooting at the Golf Course – The Chairman responded that this was undertaken on private property as part of their pest control. He will speak to the Club Manager reminding him to advertise the dates on their social media channels.
- Upcoming election for a District Councillor for the Coggeshall Ward – polling takes place on 10 November.
- Historical Parish Council Documents – Are of great interest to the village and would ask that these be stored as part of the Stisted Archives in the Village Hall.
- Planning Application at Jenkins Farm – A number of residents put forward their objections.

**80.1 County & District Councillor Reports**

- i. County Councillor Thorogood gave an update on the following:
  - A new Community Winter Warmth and Welcome Spaces Fund was launched on October 21 - the £100,000 fund offers grants of up to £1,000 so organisations can create new spaces or activities, or extend their existing services.
  - LHP schemes for Stisted: Roundels to be painted at four entrances to the village to reinforce the 30mph - to be completed (budget cost £6k). Priors Green - fingerposts request to replace still in validation. Water Lane and Bridge Hall Road - Lack of footway. Engineers investigated request for a footway and safety measures for school children but found there is no appropriate engineering solution.
- ii. District Councillor Walsh was absent from the meeting. County Councillor Thorogood gave an update on his behalf:
  - Braintree District Council's five year housing supply is now 4.86. This will have a knock-on effect to large scale housing applications.
  - Three large housing developments have gone to appear after the BDC planning committee had refused them against officer recommendation.
  - Help for people struggling with the cost-of-living crisis can be found at [https:// www.braintree.gov.uk/community/debt-management-cost-living](https://www.braintree.gov.uk/community/debt-management-cost-living)
  - A motion to increase BDC's waste recycling target to 75% won unanimous backing at BDC full council. The percentage has fallen in recent years to around 50% of all waste.

## 80.2 Parish Paths / P3

Footpaths' Officer Robert Powers gave a general update, including a reminder that footpaths issues (blockages etc.) can be reported by members of the public via the ECC website.

## 80.3 Village Hall Report inc. Stisted Archives

Village Hall – The community apple press was a success. The new Book Club have held their first meeting. Tickets are still available for the Music Night on 10 Dec.  
Stisted Archives – Update given – report attached.

## 81 PREVIOUS MEETING MINUTES

Cllr Remfry requested the following:

- Amendment – In Attendance: Number of public present 12, not 9 as recorded.
- Addition – Public Participation: To record that health issues had also been mentioned as a concern in relation to the use of chemicals on the playing field.

It was **RESOLVED** that the minutes of the Parish Council Meeting held on 5<sup>th</sup> October 2022 be signed by the Chairman.

## 82 MEETING ACTIONS REPORT & PROJECTS LIST UPDATE

The updated Actions Report and Projects List were noted.

## 83 PLANNING MATTERS

### 83.1 Planning Applications

- i. 22/02806/FUL – Jenkins Farm Kings Road – Demolition of 2No. agricultural buildings and erection of 2No. new buildings to provide 6No. commercial units (Class B2) with ancillary car parking.  
Following discussion, including input from residents present, it was agreed to object on the following grounds: Traffic Assessment misleading / no green or sustainable initiatives / A120 junction (accident hotspot) and increased traffic movements with no safe pedestrian access. ACTION: Clerk to draft response.

### 83.2 Planning Results

- i. 21/02840/FUL – Glebe House Rectory Road – Proposed conversion of vacant barn to 1No. dwelling including single storey extension, with associated landscaping, engineering and operational development – GRANTED.

## 84 FINANCE

### 84.1 Bank Reconciliation

The Clerk/RFO presented the bank reconciliation reports to the end of October.

### 84.2 Payments

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

### 84.3 Signage to Entrance Gates

Clarification received that the quote of £1,782.23 (exc. VAT) was for four signs. Following a vote (4 For / 2 Against), it was **RESOLVED** to accept this quotation.

## 85 COMMUNITY

### 85.1 Neighbourhood Plan

The Steering Group are meeting with the Planning Consultant next week to go through the quotations received and agree next steps.

### 85.2 Parking

Cllr Willingham reported that the Traffic Regulation Order has been declined as there was not enough community support – he has asked for clarification.

The Parish Council will continue to support the 20s Plenty campaign; however ECC have shown resistance in implementing this county wide. It was agreed to restart the use of the speed device to gather evidence and support.

**85.3 Climate Change**

Cllr Remfry reported that Stisted has been chosen to work with Involve, a charity that engages with the public in decision-making. This is a brilliant opportunity to have a say in our future and how to protect our environment.

Cllrs Remfry and Willingham, together with 3 members of the public, have formed the Stisted Biodiversity Group and met recently. The aim of the group is to build a thriving, sustainability focused community with a reduced carbon footprint.

Further information will be included in the upcoming newsletter.

**85.4 Storage of Historical Parish Council Minutes and Financial Records**

Following advice, it was agreed to the storage of historical documents within the Stisted Archive with the caveat that these are on loan and remain the property of the Parish Council and that financial records will not be available for public viewing due to any potential sensitive data.

**85.5 Assets of Community Value (ACV)**

Members noted that the registration of the Public House as an ACV will end in January 2024 and it was agreed that the Parish Council would undertake the re-application. Discussion was held on whether there are other buildings within the parish that would benefit from registration and it was agreed to put an article in the newsletter seeking ideas from residents.

**85.6 Request to use the Playing Field**

A request has been received from a long term user of the Village Hall to use the playing field for a fundraising event in the summer of 2023. It was agreed that Cllr Burge would seek further information in relation to risk assessments and insurance (as this would not be a Parish Council run event).

**86 RECREATION & MAINTENANCE****86.1 Playing Field**

Monthly inspection for October noted.

Grass Cutting – It was agreed to request an extra cut.

Play Equipment Refurbishment – Painting has started and will be completed shortly.

Repair to Safety Surface – Quotation received from £500. It was agreed to go ahead and charge the repair back to the grass contractor for damage done.

**86.2 Essex Highways User Survey**

Consensus of answers to be compiled prior to submission.

**86.3 A120 Dualling – Market Research**

A Parish Council response to the research project questions to be agreed.

Councillors to forward information to the Clerk.

**87 PUBLIC PARTICIPATION SESSION 2**

- Climate Change – Only one of three Parish Councils invited to be part of the Involve project – it is important to get support from the village.

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

- S106 Funding – Clerk reported that BDC have confirmed the funding can be used for the purchase and installation of new LED lamps for the streetlights and quotations will now be sought prior to application.

**89 NEXT PARISH COUNCIL MEETING**

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

**90 CLOSE OF MEETING**

The meeting closed at 21:00.

## **Stisted Archive: report to Parish Council November 2022**

- The Stisted Archive continues to expand
- The Archive group has grown from 5 to 7 members. Each new team member brings particular skills and areas of experience – welcome to Lynn and Jane.
- Sub groups have been formed to cover the following: Oral History, Filing and Archiving, Project Research (currently Stisted Business and Trades)
- With expansion comes the need for more formal processes of accountability, data protection and archival methodology.

- Current community activity includes:

*Stisted Artists: then and now display with over 70 visitors so far*

*Group presentation to Stisted WI with an audience of over 25*

*A wide range of articles to the Parish Magazine*

*Currently 7 Oral History interviews completed, with more planned*

*Increased donations of images and artefacts to the Archive*

*Good links established with Braintree Museum*

*Increased awareness of the Archive amongst the Stisted community*

- Immediate targets:

*New funding applications*

*Completing a range of documents to cover data protection and archival organisation*

*Preparation of the next archival research displays*

### **Archive Team**

Howard Hollands, Derek Pryke, Helen Hughes, Sue Buffey, Helen Remfry, Jane Barnard, Lynn McCullagh