

**Stisted Parish Council
Minutes of the Parish Council Meeting
held on Wednesday 1st February 2023 at 7.30pm**

Present: Councillor Dave Burge – Chairman
Councillor Philip Fisher
Councillor Mark Hughes
Councillor Dave Willingham

In attendance: Mrs. Melanie Whiteside – Clerk
District Councillor Tom Walsh
Footpaths' Officer Bob Powers
Six members of the public

122 APOLOGIES FOR ABSENCE

Apologies received from Cllrs Remfry and Waine.

123 DECLARATIONS OF INTEREST

None.

124 COUNCILLOR VACANCY

Braintree District Council have advised that a co-option can now take place. However, with the local elections taking place in May, the decision was taken not to proceed with a co-option at this time.

125 PUBLIC PARTICIPATION SESSION

The following items were raised by members of the public:

- North Lodge planning application – history of the site.

125.1 County & District Councillor Reports

- i. County Councillor Thorogood had sent his apologies as unable to attend but had sent a written report highlighting: Water Lane and Bridge Hall Road, Stisted - Lack of footway – Update on LHP application that there is no appropriate engineering solution. Cllr Thorogood will write up a report on all the LHP schemes for Stisted.
- ii. District Councillors Walsh reported on the following: Social Housing, Funding for the Coggeshall Surgery, Local Business Forum, BDC Draft Budget, Housing Land Supply & Planning, Large Pylon Scheme and Coggeshall/Bradwell Flood & Dam Scheme.

125.2 Parish Paths / P3

Footpaths' Officer Robert Powers reported that the footbridge along the footpath from the Church to China Bridge has been repaired but Byway 41 restructuring has been delayed due to recent weather conditions.

125.3 Village Hall Report inc. Stisted Archives

Village Hall – The Music Night was a success and the next event will be a Cinema Night on 18th March.

Stisted Archives – Update given including the success of the recent ceramic display of work by Colin Saunders. Written report attached.

126 PREVIOUS MEETING MINUTES

It was **RESOLVED** that the minutes of the Parish Council Meeting held on 4th January 2023 be signed by the Chairman.

127 MEETING ACTIONS REPORT & PROJECTS LIST UPDATE

The updated Actions Report and Projects List were noted.

Cllr Hughes reported that the wooden bollards are due for delivery next week.

128 PLANNING MATTERS**128.1 Planning Applications**

- i. 23/00031/HH - Columbia House, The Street - Erection of single-storey rear extension. No objections raised.
- ii. 23/00050/FUL - Drovers Cottage Greenstead Green Road - Proposed conversion of workshop to self-contained annexe and conversion of self-contained annexe to workshop. Erection of single storey side extension. Raising of roof ridge height and addition of 7No. roof lights to create first floor accommodation. Following discussion it was agreed no objections.
- iii. 23/00121/HH - Stone Cottage Rayne Hatch Lane - Single storey rear extension and front porch extension. No objections raised.

128.2 Planning Results

- i. 22/03190/FUL – Boultswoods Farm Rayne Hatch Lane – Application for conversion of 2 redundant barns to residential accommodation, ancillary annexe, office/workshop and cart lodge. WITHDRAWN.
- ii. 22/02806/FUL - Jenkins Farm Kings Lane - Demolition of 2 agricultural buildings and erection of 2 new buildings to provide 6 commercial units (Class B2) with ancillary car parking. WITHDRAWN.
- iii. 22/02229/HH - North Lodge Kings Lane Stisted - Single-storey detached log cabin. GRANTED.
- iv. 22/03141/OUT - OS 6335 Greenstead Green Road Stisted Essex - Outline planning application with all matters reserved except access, for the erection of 1No. self-build dwelling. REFUSED.

128.3 Gladwish Land - Update

Cllr Waine reported that BDC are awaiting final sign off before formal notification can be served for the re-planting of the hedge.

Illegal Signage on Highway – Email received from ECC Highways following a complaint of signage on Highways land. It is believed these are the “Article 4 Directive” signs on the verges. Discussion took place on whether retrospective permission could be sought and it was agreed to arrange to meet with the ECC representative.

129 FINANCE**129.1 Bank Reconciliation**

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

129.2 Payments

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

129.3 Street Lights - LEDs

Cllrs Hughes and Willingham had met with the manufacturer on site to undertake a lighting design to go out for quotation – it was agreed for Cllr Hughes to proceed with obtaining quotations. It was further agreed to include timer controls to allow for pre-programming of light intensity at different times during the night.

130 COMMUNITY, RECREATION & MAINTENANCE**130.1 Sub-Committee - Neighbourhood Plan**

Cllr Willingham reported that work on the Heritage List is moving forward and that the grant application has been received.

130.2 Working Group – Climate & Nature for Stisted (CANS)

[Meeting adjourned to allow Kathryn Hughes to present the report in Cllr Remfry's absence].

- Community Involvement – Working with the national charity Involve to develop public engagement. An event is being organised to bring together 25-30 residents who reflect a diverse range of local opinion to develop clear outputs to influence change.
- Attended a workshop with Scientific Advisory Group and DEFRA to discuss farming policy making and LUC to encourage wildlife, food security and Net Zero commitments.

- Working with Stisted Archive in drawing up a list of Assets of Community Value to register nature assets. (PC lead - Cllr Willingham)
- Working with the Parish Council to review grass cutting contract and LED street lighting intensities.

[Meeting re-convened]

130.3 Working Group - Parking

Cllr Willingham reported that the Traffic Regulation Order for red lines around the village green had been declined as there was no evidence of wider public support. BDC have suggested the 3PR initiative and Cllr Willingham will research this.

130.4 Playing Field

Monthly inspection for January noted.

- Re-seeding Football Pitch – It was agreed to obtain quotes for re-seeding mid/late April. Cllr Fisher to organise.
- Damage to Wooden Shelter – As this was donated back to the Parish Council by the family of the late Ron Sanderson it was agreed to undertake the necessary repair work and look at relocating it to another area within the parish – Cllr Hughes to raise with the Village Hall Committee.

130.5 Grass Cutting Specification

Suggestions received from CANS regarding updates to the specification to improve biodiversity and wildlife in the parish. It was agreed to undertake a trial of changed for the 2023 cutting season. This will allow for feedback from residents.

- Playing Field - Leaving a 6ft perimeter around the edge.
- Village Green – Trial leaving a small patch to increase floral diversity.
- Water Lane – Cut either side of the bank to allow for visibility out of junction.
- White Gates – Planting of sunflowers discussed, with a view to linking in with the school – Cllrs Burge and Remfry to action.

130.6 Assets of Community Value (ACV)

Cllr Willingham reported that there had only been one response from the request for assets but that Stisted Archives have provided a list of 45 assets. These will be considered as not all will be ACVs. To discuss further at the next meeting.

130.7 Storage of Parish Council Documents

The Clerk reported there is a mix of current and historical documents within the storage room at the Montefiore Institute and the Trustees are seeking a small monthly payment of £10 to continue this arrangement – this was unanimously agreed. It was further agreed to research the digitization of documents as a future project.

130.8 Dog Bin Locations

It was agreed to place an additional bin along Rectory Road by the new development and seek permission from the Golf Club to place another by the footpath post where the course crosses King's Road. DB/PF to action.

130.9 Village Shop

It was agreed to postpone until the next meeting in Cllr Remfry's absence.

131 PUBLIC PARTICIPATION SESSION 2

The following items were raised:

- Burning of wood by the Golf Course.

132 INFORMATION EXCHANGE AND ITEMS FOR THE NEXT AGENDA

Items for Next Agenda -

- Campaign to seek residents to stand in the May election (DB)
- Refurbishment of Defibrillator (PF)

133 CLERK RECRUITMENT

The Clerk reported one application received prior to the deadline. It was agreed to arrange an interview with the candidate.

134 NEXT PARISH COUNCIL MEETING

The next meeting of the Parish Council will be held on Wednesday, 1st March 2023 at 7:30p.m. in the Village Hall.

135 CLOSE OF MEETING

The meeting closed at 21:20.