

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

Present: Councillor Dave Burge – Chairman
Councillor Philip Fisher
Councillor Helen Remfry
Councillor Hayley Waine

In attendance: Miss Emily Bamforth-White - Clerk
Mrs. Melanie Whiteside – Outgoing Clerk
District Councillor Tom Walsh
District Councillor Dennis Abram
Footpaths' Officer Bob Powers
11 members of the public

As the final meeting prior to the elections, and with several Councillors standing down, the Chairman wished to record his thanks to all Councillors and the Clerk for their dedication and work to the Parish Council. He also wished to thank residents who continue to volunteer in all areas of village life but especially with running the shop/Post Office, litter picking, footpaths, the Archives, and the Neighbourhood Plan.

Councillors recorded a vote of thanks to Cllr Burge for his time as Chairman and the work undertaken within the parish.

01 APOLOGIES FOR ABSENCE

Apologies received from Cllrs Hughes and Willingham.

02 DECLARATIONS OF INTEREST

None.

03 PUBLIC PARTICIPATION SESSION

The following items were raised by members of the public:

- Wood Chippings – The Golf Club has kindly donated a large supply of wood chippings which are available from the Village Hall allotment car park for villagers to use.
- Overgrown Footpath, Rectory Road – Residents were informed this is the responsibility of the landowners and should be reported via ECC Highways.
- Drainage Issues, Rectory Road – Councillors agreed to contact the builder to discuss issues following development.
- Removal of Hedging – Reported to ECC Highways (Ref:2836733) – Councillors agreed to forward the details onto County Cllr Thorogood.
- Removal of Trees, Sarcel – A resident updated the Council on an ongoing issue.
- Potholes – These can be reported online via ECC Highways.

03.1 County & District Councillor Reports

- i. County Councillor Thorogood was absent from the meeting but had sent a written report covering highway/road maintenance and a possible extension of the 40mph limit along the A120 from Bradwell to Doghouse Road.
- ii. District Councillors Walsh and Abram reported on the following: Councillor grants, Coggeshall Surgery update, BDC Local Plan and trees.

03.2 Parish Paths / P3

Footpaths' Officer Robert Powers reported that FP13 has been cleared and he would like to thank Tim Came for this. New posts have been supplied and installed by the Golf Club around the course. Residents are reminded that the footpath from the Church finishes at the gate and does not go through the car park or Greenkeeper's yard.

03.3 Village Hall Report inc. Stisted Archives

Village Hall – The Cinema Night was a great success and raised some much-needed funds. The next event – a Barn Dance/BBQ - will take place on 8th July. Stisted Archives – Update given including two funding successes. Progress continues with the oral history with a session held with the 123 Club. Written report attached.

04 PREVIOUS MEETING MINUTES

It was **RESOLVED** that the minutes of the Parish Council Meeting held on 1st March 2023 be signed by the Chairman.

05 MEETING ACTIONS REPORT & PROJECTS LIST UPDATE

The updated Actions Report and Projects List were noted.

06 PARISH ELECTIONS PROCESS

The Clerk reported that the deadline for applications has passed and BDC will be informing Councils of the results shortly.

07 PLANNING MATTERS

07.1 Planning Applications

- i. None.

07.2 Planning Results

- i. 23/00121/HH – Stone Cottage Rayne Hatch Lane – Single storey rear extension and front porch extension. **GRANTED**.
- ii. 22/02055/FUL - 133 Coggeshall Road - Conversion of existing annexe, garage and cart lodge to a 1 x 3-bedroom dwelling. **WITHDRAWN**.
- iii. 23/00031/HH - Columbia House The Street - Erection of single-storey rear extension. **GRANTED**.

08 FINANCE

08.1 Bank Reconciliation

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

08.2 Payments

It was **RESOLVED** to approve the payments as per the schedule, with two additional invoices – Navigus (Neighbourhood Plan) and EALC (Affiliation Fee).

08.3 Street Lights - LEDs

The Clerk reported that, following further correspondence with BDC, the S106 funding cannot be used for replacing the LEDs, which is very disappointing due to the large amount of work that has gone into this so far. Following discussion, it was agreed to move forward with the project utilising Parish Council funds, and it was therefore **RESOLVED** to accept the quotation from the existing maintenance contractor, AJ Lighting, at a cost of £5,933 (exc. VAT).

S106 Funding – Deadline for the first round of funding (£1,235.97) is 31 August 2023. BDC recommend applications completed by end May. It was agreed to seek quotations for a new seat (possibly Coronation themed) or a sunshade/canopy.

08.4 Playing Field / Football Pitch

Three firms had been approached to provide quotes for the work required to the pitch but only one received. A discussion took place on whether this work was required. It was agreed to seek further quotations prior to the next meeting.

08.5 Village Coronation Event – The Big Lunch

The event will be held in the Village Hall with entertainment and competitions. The organising committee are asking for £500 to purchase food and other items. Following discussion, the committee were happy to accept a grant of up to a maximum of £370.

08.6 BDC Street Cleaning Agreement

It was agreed to approve the 2023-24 Street Cleaning Agreement with BDC.

09 COMMUNITY, RECREATION & MAINTENANCE

09.1 Sub-Committee - Neighbourhood Plan

In Cllr Willingham's absence, Mr. Routledge reported that the grant funding has now been received. They are working with a consultant to produce a skeleton plan and hope that the first draft will be ready in the Summer.

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

Cllr Remfry gave a verbal update: the recent meeting with Involve went well - £750 has been made available for improving nature and biodiversity in Stisted and how it is spent will be determined at the event on 14 May. Residents are encouraged to sign up to attend. The Golf Club has donated a large amount of wood chippings for anyone to use. An initial meeting has taken place with the school and the pots and sunflower seeds are ready to give to the children.

No Mow May – Following discussion, it was agreed to adopt No Mow May on the Village Green (opposite the school) and encourage residents to take part.

Use of Glyphosate – It was agreed to postpone this discussion/decision until the next meeting.

09.3 Working Group - Parking

No update in Cllr Willingham's absence. Details of the 3PR Initiative to be passed on to the school.

09.4 Playing Field

Monthly inspection for March noted.

09.5 Assets of Community Value (ACV)

No update in Cllr Willingham's absence.

09.6 Village Green Bollards

Councillors wished to record their thanks to Cllr Hughes and Forrester Hughes for installing the bollards. It was agreed to donate 4-6 spare bollards to the Village Hall for use around the entrance to the allotments.

09.7 Rectory Road Development

Several issues have been noted following the development – drainage, verge damage etc. – it was agreed to contact the developer.

10 PUBLIC PARTICIPATION SESSION 2

The following items were raised:

- Blocked Gulley's – These can be reported via the ECC Highways website.
- Speed Gun – Volunteers are needed to be able to reinstate this.

11 INFORMATION EXCHANGE AND ITEMS FOR THE NEXT AGENDA

Items for Next Agenda -

- Village Shop/Post Office – To discuss possibility of financial assistance.
- CANS – To discuss possibility of a village compost store.

12 NEXT PARISH COUNCIL MEETING

Annual Parish Assembly – Thursday, 18th May 2023 at 7:30pm in the Village Hall.

The next meeting of the Parish Council will be held on Thursday, 18th May 2023 at 8:00p.m. in the Village Hall.

13 CLOSE OF MEETING

The meeting closed at 21:35.