

**Stisted Parish Council
Minutes of the Parish Council Meeting
held on Wednesday 5th July 2023 at 7.30pm**

Present: Councillor Mark Hughes – Chairman (Item 46)
Councillor Alan Routledge – Vice Chairman
Councillor Howard Hollands
Councillor Bob Powers
Councillor Richard White
Councillor Eleanor McMillan
Councillor Cheryl Hill-Cottingham (after co-option – Item 47)

In attendance: Miss Emily Bamforth-White - Clerk
Cllr Dennis Abram
7 – members of the public

42 APOLOGIES FOR ABSENCE

Apologies were made on behalf of Mark Hughes who arrived later in the meeting (Arrived at item 46).

43 DECLARATIONS OF INTEREST

None

44 PUBLIC PARTICIPATION SESSION

The following items were raised by members of the public:

- A concern was raised after attending a 1,2,3 Club meeting, that there needs to be more Street Signs, specifically for speeding. The main concern for speeding was Kings Lane due to dangerous entrances in and out of the road. There was a discussion about this, and it was decided that Cllr Powers should contact County Cllr Thorogood.
- The celebration of Ann Digby, a resident of Stisted, will be turning 100 years old on the 15th of August 2023. It was asked to record this celebration and acknowledge this event.

44.1 County & District Councillor

i) County Cllr Paul Thorogood was absent from the meeting, but a written report was given. From July, ECC is sending eligible household's tools to help them recycle food at the curbside. This includes a sticker for their general rubbish bin, caddy liners and a leaflet. Households in Braintree, Colchester and Epping Forest will receive these first. The scheme will then expand to other areas of the county.

BDC made an announcement that 280 affordable homes were built in 2022/23. Cllr Thorogood submitted questions to be received from Cllr Bowers-Flynn where the response is still incoming. As soon as Cllr Thorogood receives a response, he will email it to the Clerk to inform the Parish Councillors.

ii) Cllr Dennis Abram mentioned the idea of opening a surgery in Stisted as a place for the members of the public to come and discuss their concerns and ideas.

It was addressed to the Cllrs about a grant scheme for wildflowers. This would need to be signed and given back to Cllr Abram. The Council were in favour of this grant for the wildflowers, and therefore will be signed.

44.2 Parish Paths

Cllr Powers reported that footpath 22 is blocked, but there is a planned cutting program taking place in the summer.

Footpath 38 (opposite Jenkins Farm to Marks Farm roundabout) which was checked by Cllr Powers who said this issue starts in Stisted but ends in Braintree. The landowners need to keep this footpath clear as raised by members of the public, as there was a concern for electric tape. The issue has been referred to Essex County Council and the reference number is 2852160. Essex Highways will then contact the landowners to make them aware of the issue.

44.3 Village Hall Report inc. Stisted Archives

- Cllr. Hollands presented a written report on the Stisted Archive
- Date of Next meeting: Tuesday 12th Sept 6-7.30 Fairhead Room

Stisted Community Orchard

- Cllr Hollands presented a written report of the Orchards East conference of 17 June 2023.
- The Essex Orchards Group will be visiting the Stisted Community Orchard and Big Bear Cider for their next meeting.

44.4 Climate and Nature for Stisted (CANS)

- It was notified that a community workshop would take place to discuss how to spend the £750 prize money. Currently the Parish Council are still waiting to receive this money.
- CANS will be getting water bags to go towards the trees.
- The point was raised to add a section on CANS to the Parish website.
- CANS are going to be putting signage around the village to make the members of the public aware of the nature around Stisted.
- Their next project is for Squires Pond clearance to be discussed with the Golf Club.

45 PREVIOUS MEETING MINUTES

It was **RESOLVED** that the minutes of the Parish Council Meeting held on 7th June 2023 were a correct record and were subsequently signed by the Chairman.

46 MEETING ACTIONS REPORT

The updated Actions Report was noted.

47 PARISH ELECTIONS – CO-OPTION

After discussion, it was agreed to Co-opt Cheryl Hill-Cottingham.

48 PLANNING MATTERS

48.1 Planning Applications

- The Council **AGREED** with Tree Warden, Mark Waine, who advised the Council the work for 23/01492/TPOCON All Saints Church was necessary. The Clerk to contact BDC.

48.2 Planning Results

- None.

49 FINANCE

49.1 Bank Reconciliation

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

49.2 Payments

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

49.3 Section 106 Funding

- The Clerk updated the Cllrs the application had been sent for the two wooden coronation benches. Deadline for the first round of funding (£1,235.97) is 31 August 2023.

50 COMMUNITY, RECREATION & MAINTENANCE

50.1 Sub-Committee - Neighbourhood Plan

- No further update was given.

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

- The Clerk updated the Cllrs of the quote given by CANS (£6.99) and will be paid as soon as financial details are received by the Clerk.
- The social gathering will be discussed at the upcoming CANS meeting.

50.3 Playing Field

- Monthly inspection report was discussed. The key problem was there is some damage to one of the benches that has started to rot and fall apart, as well as the 3 mushrooms which have started to disintegrate. It was discussed for the Clerk to find out who installed the mushrooms, then to receive quotes to repair the damage.

50.4 Defibrillator

- Defibrillator check was reported and made aware that the pads will expire at the end of August 2023. It was discussed that the Clerk is to find quotes and report it to the Cllrs.

50.5 Assets of Community Value (ACV)

- An extensive list of assets that they felt were of value to the community was prepared by the Archive team. However, currently the Onley is the only asset listed for Stisted. Listing assets has been a great process for the village. Cllr Hollands to look into the common land and what is registered in Stisted, including Village Greens.

50.6 Playing Field Booking Form

- A draft was presented to the Cllrs by the Clerk, and a few changes were suggested such as wording for the DBS section and adding a part for charities with proof of permission.

50.7 Internal Auditor

- Cllr White put forward a suggestion, who appears to be keen on taking the role. Therefore, the Clerk will proceed to contact the individual to discuss the role of internal auditor.

50.8 Salt Bag Partnership

- It was **AGREED** to accept the proposal of an extra Pallet of salt bags for the village. The Clerk to proceed with the application.

50.9 Parish Council Website

- The Clerk received a response explaining the concerns with the website. After consideration, it was **AGREED** that the Council should look to find alternatives for a new website set up. The Clerk to contact EALC for advice on recognised companies to change the website without losing the information.

50.10 Dog Bins

- After discussion, Cllr Hughes and Cllr Powers will visit the field to see alternative places to move the Dog Bin away from the play equipment.

50.11 Street Lighting

- No further update. However, Cllr Hughes or Clerk to contact to receive an update.

50.12 Rospa Inspection Report

- The report was reviewed, and same issues were discussed in item 50.3.

50.13 Highways (Water Lane)

- Email received from County Cllr Thorogood explaining his submission for access signs. However, the Clerk needs to contact Highways about the 30mph speed signage which is in poor condition.

50.14 Montefiore Institution

- An update from the Clerk to say the Parish Council meetings will be held at Montefiore starting from September 2023.

50.15 Affordable Housing

- It was **AGREED** that all councilors were in favor of proceeding with the Affordable Housing Scheme. It was designated for Cllr Hughes to make contact to move this process forward and find the relevant steps to be taken.

50.16 Parish Council Phone

- It was **AGREED** for the Clerk to find a new mobile phone on a contract basis for the Council as the previous phone is not fit for use.

51 PUBLIC PARTICIPATION SESSION 2

The following items were raised:

- Dangerous roads - The concern was raised about junctions being dangerous due to overgrown sections. Essex County Council cut once a year. To prevent certain parts not causing obstructions or concerns is to print a map of Stisted and mark the areas the Council want cutting. This would make sure there isn't confusion for ECC.
- Equipment - A point was suggested to potentially buy new play equipment. It was a member of the public's opinion that the equipment doesn't cover all ages, mainly older children. The council informed the member of public that the equipment was only 9 years old and was very expensive to install. Therefore, the Council proposed that they will research into the proposition to see what quotations we could receive to install new equipment for the older children.
- Village Shop – It was encouraged that there needs to be help for the Village Shop. The Cllrs told the members of the public, we are currently in the process of assisting the Village Shop. There was the idea of holding a meeting, potentially in the Village Hall, to gather members of Stisted who with their own ideas may be able to help or assist the shop.
- Website - The point was raised that there wasn't enough information about Stisted on the website, especially for new people moving into the Village. Therefore, it was suggested to add to the website to make it more appealing and informative.

52 INFORMATION EXCHANGE AND ITEMS FOR THE NEXT AGENDA

Items for Next Agenda –

- Village Shop – To discuss the possibility of financial assistance.
- Street Lighting – To continue the process.
- Internal Auditor – To start the process for appointing a new Internal Auditor.
- Highways – An update on Water Lane
- Dog Bins – Placement of existing bins and to discuss site for additional bins.
- Map from BDC – To mark up where the Council wants to be cut.
- Street Signs – To receive updates on the process of getting more street signage for Stisted.

53 NEXT PARISH COUNCIL MEETING

The next meeting of the Parish Council will be held on Wednesday 6th September 2023 at 7:30p.m. at the Montefiore Institute.

CLOSE OF MEETING

The meeting closed at 20:55pm.