



STISTED PARISH COUNCIL

Covenbrook Cottages
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Stisted
Braintree
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Chair: Councillor Mark Hughes
Clerk: Ruth Jubb
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Councillors: You are hereby summoned to attend the **Parish Council Meeting** on **Wednesday 6th December 2023** at **7:30pm** in the **Montefiore Institute** for the purpose of transacting the following business.

Ruth Jubb
Clerk to the Council

Members of the press and public are welcome to attend

AGENDA

ITEM	LEAD	BUSINESS	OUTCOME
23-24 / 93	Chair	APOLOGIES FOR ABSENCE Members are reminded that the LGA1972, s85, states that apologies for absence must be received prior to a meeting.	RESOLUTION
23-24 / 94	Chair	DECLARATION OF INTERESTS To declare any disclosable pecuniary, pecuniary, or non-pecuniary interests relating to items on the agenda and having taken appropriate advice (where necessary). All Councillors declare an interest in agenda items related to the Neighbourhood Plan but have dispensation to discuss and vote in respect of matters relating to that Plan.	ACTION
23-24 / 95	Chair	PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST The maximum time allowed for the public to participate at this point in the meeting, as stated in the Stisted Parish Council Standing Orders, is 15 minutes in total with each person being invited to speak for a maximum of 3 minutes. At the close of this item members of the public will no longer be permitted to address the council unless the Chairman deems it appropriate and adjourns the meeting. 95.1 County & District Councillors i. Cllr. Paul Thorogood - Essex County Council ii. Cllr. Tom Walsh & Cllr. Dennis Abram – Braintree District Council 95.2 Parish Paths / P3 To receive a verbal report from the Footpaths' Officer Robert Powers 95.3 Village Hall Report inc. Stisted Archives To receive a verbal report on the Village Hall and Stisted Archive. 95.4 Community Shop – Report To receive verbal report on the community shop and discuss	INFORMATION INFORMATION
23-24 / 96	ALL	PREVIOUS MEETING RESOLUTION: To approve the minutes of the meeting held 1 st November 2023.	RESOLUTION
97	Cllr HH	Stisted Garden Trophy To give awards to winners & discuss and agree way forward with award	PRESENT-ATION & ACTION
23-24 / 98	Clerk	MEETING ACTIONS REPORT To receive the Report on actions undertaken since the last meeting and note actions still outstanding.	INFORMATION
23-24/ 99	All	PLANNING MATTERS 99.1 Planning Applications To consider all recent applications received from BDC detailed below and any other planning applications submitted and published on the BDC planning portal between the circulation of this agenda and the meeting. i. 23/02761/TPOCON Old Post Office, The Street, Stisted – To remove or prune a Yew Tree (with tree rep) ii. 23/02658/SCR Screening Proposal for Solar Farm at Kentishes Farm iii. 23/00005/REF Appeal still in progress for Agricultural Workers Dwelling Land Opposite 1 To 4 Jenkins Farm Cottages iv. 59 Sarcel 23/02798/HHPA information only for single story extension 3.65m long v. Any other late validations at Braintree that arrive after agenda and merit discussion	ACTION

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	99.2	Planning Results i. 23/02396/TPOCON - Hall Farm, The Street, Stisted APPLICATION GRANTED ii. 23/02422/TPOCON - Seven Winds, 12 The Street, Stisted APPLICATION PERMITTED iii. 23/02415/FUL - Boultwoods Farm, Rayne Hatch Lane, Stisted None PENDING CONSIDERATION iv. 23/02202/FUL Jenkins Farm, erect 5 dwellings Pending Decision	INFORMATION
23-24 / 100	CLERK	FINANCE 100.1 Bank Reconciliation To receive Bank Reconciliation to end October. 100.2 Payments To approve payments as per schedule. To include agreement of clerk annual pay rise from NALC backdated to 1 st April for clerks. 100.3 To approve the draft Terms of Reference for the Finance Working Group as circulated 100.4 Budget & Precept To discuss / comment on the draft budget for precept 2024 as per Finance Working Group. For final comment 100.5 Open Spaces, S106 Report and Funding To discuss proposals from Finance working group for inclusion in the Open Spaces Report against the spend for next year 2024	INFORMATION & Resolutions
23-24/ 101		COMMUNITY, RECREATION & MAINTENANCE 101.1 S137 Grants To discuss grants received and make decisions regarding awards (At 27/11, Church, village Hall, Montefiore, Shop) 101.2 Working Group - Climate and Nature for Stisted (CANS) To receive verbal report and policy statement. 101.3 Playing Field and Fencing by Swing Note monthly inspection report, discuss equipment / repairs & quotes 101.4 Football Foundation AR To receive update on progress 101.5 Parish Council Website To receive written report and approve decision to amend current website rather than develop new website 101.6 Dog Bins To discuss if it is possible to get new bins or to move previous bins. 101.7 Affordable housing To receive an update following report of meet of 27 October 101.8 Grass Cutting Contract To note progress on tender for grass cutting contract 101.9 Rural England Prosperity Funding To discuss funding application as per papers circulated and from Finance Working Group and agree to proceed 101.10 Glebe barns To receive an update on any progress with building works 101.11 To discuss and Agree position of remaining Coronation Bench 101.12 To consider proposals and action for village gate signage 101.13 To note and approve the updated Emergency plan as per support papers and agree to issue to BDC 101.14 Street clean and dust cart - Discuss and agree proposals for village autumn "street clean" activities including dust cart and fly tipping 101.15 Training Update To note training booked and attended. To confirm outstanding training requests and agree dates where possible 101.16 Sheldon Bridge, Water Lane To discuss the condition of the brickwork on the humpback bridge and agree any action needed	INFO/ACTION
23-24 / 102	Chairman	PUBLIC PARTICIPATION SESSION 2	INFORMATION

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23-24 / 103	All	INFORMATION EXCHANGE AND ITEMS FOR THE NEXT AGENDA	
23-24 / 104	All	MOTION TO EXCLUDE PUBLIC FROM THE MEETING Motion: Members of the public will be requested to leave the meeting to allow Councillors to discuss matters related to employment.	INFO/ACTION
23-24 / 105	All	Any Closed items required	
23-24 / 106	All	NEXT PARISH COUNCIL MEETING The next meeting of the Parish Council will be held on Wednesday, 3rd January at 7:30p.m. in the Montefiore Institute . Items for inclusion on the agenda to be sent to the Parish Clerk no later than 12 noon on Wednesday 20th December 2023.	
	All	CLOSE OF MEETING	