



STISTED PARISH COUNCIL

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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 3rd January 2024** 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 / 107	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 / 108	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 / 109	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.	INFORMATION
		109.1 County & District Councillors i. Cllr. Paul Thorogood - Essex County Council ii. Cllr. Tom Walsh & Cllr. Dennis Abram – Braintree District Council	INFORMATION
		109.2 Parish Paths / P3 To receive a verbal report from the Footpaths' Officer Robert Powers	
		109.3 Village Hall Report inc. Stisted Archives To receive a verbal report on the Village Hall and Stisted Archive.	
		109.4 Community Shop – Report To receive verbal report on the community shop and discuss	
23-24 / 110	ALL	PREVIOUS MEETING RESOLUTION: To approve the minutes of the meeting held 6 th December 2023.	RESOLUTION
23-24 / 111	Clerk	MEETING ACTIONS REPORT To receive the Report on actions undertaken since the last meeting and note actions still outstanding. (to include relevant updates on coronation bench position, dog poo bins, village gate signage and changes to website if any)	INFORMATION
23-24 / 112	All	PLANNING MATTERS	
	112.1	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. 23/02868/HH Old Post Office – Removal of front walls and proposed side gate ii. 23/03044/TPOCON Tree works 37 the Street – passed to Mark Waine iii. 23/02761/TPOCON Old Post Office, The Street, Stisted – To remove or prune a Yew Tree (with tree rep) (comment already made)	ACTION
	112.2	Planning Results / Pending	INFORMATION

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		<ul style="list-style-type: none"> i. 23/02202/FUL Jenkins Farm, demolition 2 agricultural buildings and erect 5 dwellings Application refused ii. 23/02837/FUL Golf Course Single Storey extn. – pending iii. 22/03190/FUL Boultwoods conversion 2 redundant barns to residential - withdrawn iv. 23/00005/REF 2 bed agricultural workers dwelling opposite Jnekins – refused 	
23-24 / 113	CLERK	FINANCE 113.1 Bank Reconciliation To receive Bank Reconciliation to mid-December. 113.2 Payments To approve payments as per schedule. 113.3 Budget & Precept To sign precept 2024 paperwork as per December 113.4 Set Meeting Dates for coming year 113.5 Confirm Position with Receipt of Annual Wayleave due Jan	INFORMATION & Resolutions
23-24/ 114		COMMUNITY, RECREATION & MAINTENANCE 114.1 S137 Grants To discuss updated Montefiore application and approve for payment. To discuss any update on progress for Shop Grant 114.2 Working Group - Climate and Nature for Stisted (CANS) To receive verbal report and policy statement. 114.3 Playing Field and Fencing by Swing Note monthly inspection report, discuss progress for equipment / repairs & quotes 114.4 Football Foundation To receive update on progress AR 114.5 Affordable housing To discuss following circulation of information in December 114.6 Grass Cutting Contract To note progress on tender for grass cutting contract 114.7 Rural England Prosperity Funding To discuss progress towards quotes for funding application 114.8 Glebe barns To receive an update on any progress with building works 114.9 To check progress on the updated Emergency plan as per support papers and agree to issue to BDC 114.10 Street clean and dust cart <ul style="list-style-type: none"> - Discuss and agree proposals for village autumn “street clean” activities including date for dust cart and fly tipping - Agree potential litter pick dates and frequency for 2024 114.11 Training Update To note training booked and attended, and sign any bursary application forms 114.12 Discuss Q1 Newsletter and Allocate Responsibilities	INFO/ACTION
23-24 / 115	Chairman	PUBLIC PARTICIPATION SESSION 2	INFORMATION
23-24 / 116	All	INFORMATION EXCHANGE AND ITEMS FOR THE NEXT AGENDA reference number is 2886792 for pothole on rectory road has been raised Minerals Local plan review – meet 12 Jan Pothole outside Horseshoes reported again	
23-24 / 117	All	Any Closed items required, with Motion To Exclude Public if any items are presented	
23-24 / 106	All	NEXT PARISH COUNCIL MEETING The next meeting of the Parish Council will be held on Wednesday, 7 th February 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 Tuesday 30 th January 2024.	
	All	CLOSE OF MEETING	