



STISTED PARISH COUNCIL

Covenbrook Cottages
Kings Lane
Stisted
Braintree
Essex CM77 8AJ
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Chair: Councillor Mark Hughes
Clerk: Ruth Jubb
stistedparishcouncil@yahoo.co.uk
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Councillors: You are hereby summoned to attend the **Parish Council Meeting** on **Wednesday 3rd April 2024 at 7:30pm** in the **Montefiore, Stisted** 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
24-25 / 1	Chair	APOLOGIES FOR ABSENCE Members are reminded that the LGA1972, s85, states that apologies for absence must be received prior to a meeting.	RESOLUTION
24-25 / 2	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
24-25 / 3	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. 3.1 County & District Councillors i. Cllr. Paul Thorogood - Essex County Council ii. Cllr. Tom Walsh & Cllr. Dennis Abram – Braintree District Council 3.2 Parish Paths / P3 To receive a verbal report from the Footpaths' Officer Robert Powers 3.3 Village Hall Report inc. Stisted Archives To receive a report on the Village Hall and Stisted Archive. 3.4 Community Shop – Report To receive report on the community shop and discuss	INFORMATION INFORMATION
24-25 / 4	ALL	PREVIOUS MEETING RESOLUTION: To approve the minutes of the meeting held 6 th March 2024.	RESOLUTION
24-25 / 5	Clerk	MEETING ACTIONS REPORT To receive the Report on actions undertaken since last meeting and note outstanding actions	INFORMATION
24-25 / 6	All	PLANNING MATTERS 6.1 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. Poly Tunnel- Land Opposite Brooks Farm Tumblers Green Stisted Essex Ref. No: 24/00113/FUL Validated: Wed 06 Mar 2024 Status: Pending Consideration comments by 4 April ii. Dog Walking Field Land North of Kings Lane, Stisted, Essex Ref. No: 24/00502/FUL Validated: Mon 04 Mar 2024 Status: Pending Consideration iii. Certificate of Lawfulness for Storage Container Land at Burnt Gardens Greenstead Green Road Stisted Essex Ref. No: 24/00587/ELD Validated: Wed 13 Mar 2024 Status: Pending Consideration	ACTION

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		<ul style="list-style-type: none"> iv. 24/00670/HH Glebe House Rectory Road Stisted Essex CM77 8AL, Glazing, radiators, demolitions, single storey extension link and conservatory various internal alterations and infill of swimming pool etc. Comment by 24 April v. Any other applications received since posting where response is before next meeting 	
	6.2	Recent Planning Results / Pending <ul style="list-style-type: none"> i. 24/00078/FUL Change of use - part ground floor - residential to commercial (wellness studio) Old Post Office, The Street Stisted Essex CM77 8AW Determination due 12 March Pending ii. 23/02415/FUL Boultwoods conversion 2 redundant barns to residential – Pending Decision): Permitted iii. 24/00338/TPOCON - The Old Rectory, Water Lane, Stisted Notice of intent to carry out works to trees in a Conservation Area – (Maple tree and Ash Tree): Permitted iv. 24/00139/TPOCON 57 The Street Stisted Essex CM77 8AN tree works Permitted v. 24/00292/TPOCON Gardeners Cottage, The Street Stisted Essex CM77 8AH remove 5 conifers: Permitted 	INFORMATION
24-25 / 7	CLERK	FINANCE <ul style="list-style-type: none"> 7.1 Bank Reconciliation To receive Bank Reconciliation to mid-February 7.2 Payments To approve payments as per schedule. 7.3 Update on Preparations for External Audit, Request Input for Internal Audit Banking Arrangements <ul style="list-style-type: none"> - For online banking access update 7.4 Review and Approval of Internal Control Policy for 2023 to 2024 7.5 Review and Approval of Reserving Policy for 2023 to 2024 7.6 Review of Annual Maintenance contract for Lights (verbal) 7.7 	INFORMATION & Resolutions
24-25 / 8		COMMUNITY, RECREATION & MAINTENANCE <ul style="list-style-type: none"> 8.1 Neighbourhood Plan To receive a verbal progress update 8.2 To approve the response for SAGE 2024 and Gravel Quarries, and agree submission <ul style="list-style-type: none"> - To vote on the draft response circulated and in support pack - To agree any next steps 8.3 Working Group - Climate and Nature for Stisted (CANS) To receive verbal report 8.4 Playing Field and Fencing by Swing Note inspection report, progress for equipment / repairs & quotes and pending RoSPA visit 8.5 Onley Bollards To update on position 8.6 Speed Control in the Village Carried from last month – to discuss 8.7 Emergency Plan – final updates required 8.8 Defibrillator Kiosk – Need for Repairs 8.9 Discussion on Wooden fence around Brickwall Farm Greensward 8.10 Replacement of the Onley – Discussion, Ideas, Next Steps 8.11 Discussion on Future of the Parish Magazine 8.12 Request for Reports for the Annual Parish Assembly 8.13 Review of Insurance Cover with Risk Assessments (3 yr LTA due 01/06), to include need for risk assessments for trees 	INFO/ACTION
	Chairman	PUBLIC PARTICIPATION SESSION 2	INFORMATION
24-25 /9	All	INFORMATION EXCHANGE AND ITEMS FOR THE NEXT AGENDA	INFORMATION

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24-25 /10	All	NEXT PARISH COUNCIL MEETING The next meeting of the Parish Council will be - Annual Parish Assembly (APA) Wednesday, 1st May at 7:30 p.m. in the Village Hall - Annual Parish Council Meet Wed 1 st May approx 8.00pm post APA - Items for inclusion on agenda - sent to Parish Clerk by 12 noon on Tuesday 23rd April 2024.	INFORMATION
24-25 /11	All	CLOSE OF MEETING	