

**Stisted Parish Council**  
**Minutes of the Parish Council Meeting**  
**held on Tuesday 5<sup>th</sup> January 2021 at 7.30pm via Zoom**

(as permitted in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) due to the COVID19 Coronavirus crisis)

**Present:** Councillor Dave Burge – Chairman  
Councillor Neil Denley – Vice Chairman  
Councillor Philip Fisher  
Councillor Mark Hughes  
Councillor Hayley Waine

**In attendance:** Mrs. Melanie Whiteside – Parish Clerk  
County Councillor Mitchell  
Greenfields Representative Paul Tandy  
Two members of the public

*The Chairman opened the meeting by recording his thanks to the residents for continuing to support each other during the pandemic. Special mention was made to the Churchwardens for keeping the Church open throughout the Christmas Period. It was noted that the latest statistics show that 142 people in the Stisted & Silver End area tested positive for Coronavirus in the seven days up to 31 December.*

**20/100 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Guy and Willingham.

**20/101 DECLARATIONS OF INTEREST**

None.

**20/102 PUBLIC PARTICIPATION SESSION**

A resident suggested that the PC, together with other village organisations, look at providing/hosting events post lockdown that will bring the village together as a way of saying thank you for the continued community spirit shown throughout the pandemic.

**102.1 County & District Councillor Reports**

- i. County Councillor Mitchell reported on the following: current COVID situation and the Locality Funding. A discussion took place on the traffic through the village and it was suggested that signage indicating “Narrow Bridge Ahead” may deter some HGV drivers – Cllr Mitchell would be happy to support any request made via the Highways Support Panel. Cllr Mitchell was asked to provide an update on the safe route to the A120 at the next meeting.
- ii. District Councillor Report – No report due to Councillor absence.

**102.2 Parish Paths / P3**

Footpaths’ Officer Robert Powers was unable to attend the meeting but had sent an email stating there are currently no major issues to report on the footpaths.

**102.3 Village Hall Report**

Cllr. Hughes reported that the hall is closed once again due to the lockdown.

**102.4 Greenfields**

Mr. Tandy reported there continues to be ongoing parking issues. It was noted that this issue will be discussed at a later point in the meeting. Cllr Mitchell offered to assist through the Parking Partnership but would need further, more detailed, information in the first instance.

***County Cllr Mitchell left the meeting at 8:09 p.m.***

**20/103 PREVIOUS MEETING MINUTES**

It was **RESOLVED** that the minutes of the Parish Council Meeting held on 1<sup>st</sup> December 2020 (virtual) were a correct record and it was **AGREED** these would be signed by the Chairman at a later date.

**20/104 CLERK'S REPORT**

The Clerk's report was noted. A Projects List was tabled – it was agreed to utilise this as a way of keeping track of projects agreed, to include budget options and timescales.

**20/105 PLANNING MATTERS****105.1 Planning Applications**

- i. 20/00436/TPOCON – 26-27 The Street – Fell 3 Leylandii trees situation along boundary line between 27 The Street and Bramble Cottage. The Tree Warden had looked at this application and no objections were raised.
- ii. 20/02072/HH – 124 Coggeshall Road – First floor infill extension. The Parish Council made no comment on this application.
- iii. 20/02014/HH – 132 Coggeshall Road – Erection of two-storey rear extension and single-storey outbuilding. The Parish Council made no comment on this application.

**105.2 Planning Results**

20/00374/TPOCON – Village Green – Notice of intent to carry out works in a Conservation Area. Granted.

**20/106 LAND OPP. BROOKS FARM (GLADWISH LAND)**

The Clerk reported that no further updates have been received from James Cleverly's office or the Environment Agency despite emails asking for a response prior to the meeting.

It was **AGREED** that Cllr Burge will update the radio station on the current situation and Cllr Denley will contact the local press.

**20/107 SUB-COMMITTEE & WORKING GROUPS UPDATE****107.1 Communication**

- i. Website – No update available as Cllr Willingham was absent from the meeting.
- ii. Newsletter – It was **AGREED** to discuss this at the next meeting.

**107.2 Community Safety & Engagement**

- i. Affordable Housing – Cllr Hughes reported he has been in contact with the RCCE representative and is currently awaiting further information.

**107.3 Parking**

- i. Working Group Membership – Cllrs Burge, Fisher and Waine together with Mr Tandy and one other resident who had expressed an interest in this issue. PC Elliott to be invited to join.
- ii. Scope – It was agreed the group should look at parking as a village wide issue.

**107.4 Neighbourhood Plan**

- i. Steering Group – Cllr Hughes reported that there had been no response to a recent request for public participation. The next meeting of the Steering Group takes place next week.

**107.5 Street Maintenance**

- i. Flooding – It was reported that ditch clearance has taken place at Tumblers Green to assist with drainage. A discussion took place on problem areas around the village, in particular blocked gullies and it was **AGREED** to request an update from Cllr Mitchell. The cost of employing a private firm with a gulley sucker was discussed and it was **AGREED** to seek a resolution from ECC Highways before looking into this further.
- ii. Open Spaces Action Plan 2021 Update (BDC) – Only the Playing Field is listed on the plan for Stisted and members noted that there are other green spaces

within the village that should be listed, some are protected greens. It was AGREED that Cllr Hughes would send an updated list to the Clerk.

**20/108 FINANCE**

**0108.1 Bank Reconciliation**

The Clerk/RFO presented the bank reconciliation report to the end of December.

**108.2 Budget Review**

The Clerk/RFO presented the Budget Review for the 3<sup>rd</sup> quarter up to the end of December.

**108.3 Payments**

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

**108.4 County Councillor Locality Grant**

Two possible funding options were discussed – solar lighting for the Sports Pavilion and wild flower seeds for a future rewilding project. It was **AGREED** to send information and quotes to the Clerk by the end of the week.

**108.5 Budget & Precept 2021-22**

Further to discussion at the December meeting and presentation of updated figures, it was Proposed Cllr Denley, Seconded Cllr Waine and unanimously **RESOLVED** to approve the 2021/22 budget of £14,973.00 with a Precept of £14,400.00.

[This equates to a Band D increase of 1% - equivalent to £0.02 per month].

**20/109 PUBLIC PARTICIPATION SESSION 2**

The following issues were raised/reported:

- Stisted Archive have been successful in obtaining a grant of £250.
- A community flower bed project has been completed at the Village Hall.
- Additional Dog Waste Bins – The Golf Course are agreeable to two bins being placed in locations that would be accessible to the public and BDC for emptying.
- Grass cuttings are being dumped on the verges along Tumblers Green/Priors Green – issue to be highlighted on the village Facebook page noting that this can be reported as is considered fly tipping.
- Post Box at Tumblers Green – following repeated incidents of the box being stolen, a resident has successfully campaigned to have the replacement moved to a more visible location.
- Litter Picking – To assist and encourage litter picking, equipment would be placed in a set location (to be agreed). Further details to be advertised on the Facebook page.
- Parish Council Facebook Page – Residents to be encouraged to follow the page to keep up to date with parish, district and county information that is posted/shared.

**20/110 MEETING DATES 2021-22**

The 2021-22 meeting schedule was approved as follows:

6 April / 4 May / 1 June / 6 July / 7 September / 5 October / 2 November / 7 December / 4 January 2022 / 1 February / 1 March

**20/111 DATE OF NEXT MEETING**

The next meeting of Stisted Parish Council will be held on Tuesday, 2<sup>nd</sup> February 2021. Items for inclusion on the Agenda should be sent to the Clerk by noon on Friday, 22<sup>nd</sup> January 2021.

*Please note all meetings will be virtual until such time as legislation allows face to face meetings.*

**20/112 CLOSE OF MEETING**

The meeting closed at 9:25p.m.