



# STISTED PARISH COUNCIL

Chairman: Councillor David Burge  
 Parish Clerk: Mrs Melanie Whiteside  
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**Councillors:** You are hereby summoned to attend the **Parish Council Meeting on Wednesday 5<sup>th</sup> April 2023 at 7:30pm** in the Village Hall for the purpose of transacting the following business.

M. Whiteside

Clerk to the Council  
 30<sup>th</sup> March 2023

Members of the public and press are welcome to attend.

## AGENDA

ITEM	LEAD	BUSINESS	OUTCOME
23-24 / 01	Chair	<b>APOLOGIES FOR ABSENCE</b> Members are reminded that the LGA1972, s85, states that apologies for absence must be received prior to a meeting.	RESOLUTION
23-24 / 02	Chair	<b>DECLARATION OF INTERESTS</b> To declare any disclosable pecuniary, pecuniary, or non-pecuniary interests relating to items on the agenda and having taken appropriate advice (where necessary). <i>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.</i>	ACTION
23-24 / 03	Chair	<b>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</b> 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. <i>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.</i>	INFORMATION
	03.1	<b>County &amp; District Councillors</b> i. Cllr. Paul Thorogood - Essex County Council ii. Cllr. Tom Walsh & Cllr. Dennis Abram - Braintree District Council	INFORMATION
	03.2	<b>Parish Paths / P3</b> To receive a verbal report from the Footpaths' Officer Robert Powers	
	03.3	<b>Village Hall Report inc. Stisted Archives</b> To receive a verbal report on the Village Hall and Stisted Archive.	
23-24 / 04	All	<b>PREVIOUS MEETING RESOLUTION:</b> To approve the minutes of the meeting held 1 <sup>st</sup> March 2023.	RESOLUTION
23-24 / 05	Clerk	<b>MEETING ACTIONS REPORT &amp; PROJECTS LIST UPDATE</b> To receive the Report on actions undertaken since the last meeting and note actions still outstanding, together with an update of Projects.	INFORMATION
23-24 / 06	All	<b>PARISH ELECTIONS – 4<sup>th</sup> MAY 2023</b> Deadline for return of completed nomination papers was 4:00pm on Tuesday, 4 <sup>th</sup> April.	INFORMATION
23-24 / 07	All	<b>PLANNING MATTERS</b>	
	07.1	<b>Planning Applications</b> 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. None at time of agenda publication.	ACTION

	<b>07.2</b>	<b>Planning Results</b> i. 23/00121/HH – Stone Cottage Rayne Hatch Lane – Single storey rear extension and front porch extension. <b>GRANTED.</b> ii. 22/02055/FUL - 133 Coggeshall Road - Conversion of existing annexe, garage and cart lodge to a 1 x 3-bedroom dwelling. <b>WITHDRAWN.</b> iii. 23/00031/HH - Columbia House The Street - Erection of single-storey rear extension. <b>GRANTED.</b>	INFORMATION
<b>23-24 / 08</b>	<b>Clerk</b>	<b>FINANCE</b> <b>08.1 Bank Reconciliation</b> To receive Bank Reconciliation to end March. <b>08.2 Payments</b> To approve payments as per schedule. <b>08.3 Streetlights - LEDs</b> <b>MH</b> To discuss quotations received, approve contractor, and agree to submit application to BDC to release S106 funding for this scheme. <b>08.4 Playing Field / Football Pitch</b> <b>PF</b> To discuss quotation received for aeration, re-seeding, fertilisation. <b>08.05 Village Coronation Event – The Big Lunch</b> To discuss/agree a budget for the event. <b>08.06 BDC Street Cleaning Agreement</b> To agree and sign the 2023/24 Street Cleaning Agreement.	INFORMATION
<b>23-24 / 09</b>		<b>COMMUNITY, RECREATION &amp; MAINTENANCE</b> <b>09.1 Sub-Committee - Neighbourhood Plan</b> <b>DW</b> To receive an update from Cllr Willingham (Lead Councillor). <b>09.2 Working Group - Climate and Nature for Stisted (CANS)</b> <b>HR</b> To receive an update from Cllr Remfry (Lead Councillor) and formally agree to not use glyphosate and to seek an alternative to improve biodiversity. To also discuss/agree to sign up to the No Mow May Campaign. <b>09.3 Working Group – Parking</b> <b>DW</b> To receive an update from Cllr Willingham (Lead Councillor) and formally agree motion to support the 20's Plenty for Essex Campaign. To also discuss school parking, including installation of Zig Zags opposite School and the 3PR Initiative. <b>09.4 Playing Field</b> <b>PF</b> To note the monthly inspection report and the annual ROSPA inspection booked in for May. <b>09.5 Assets of Community Value</b> <b>DW</b> Update. <b>09.6 Village Green Bollards</b> <b>MH</b> To discuss donating 4-6 spare bollards to the Village Hall to use around the entrance to the allotments. <b>09.7 Rectory Road Development</b> <b>PF</b> To agree to contact developer to reinstate verges.	INFO/ACTION
<b>23-24 / 10</b>	<b>Chairman</b>	<b>PUBLIC PARTICIPATION SESSION 2</b>	INFORMATION
<b>23-24 / 11</b>	<b>All</b>	<b>INFORMATION EXCHANGE AND ITEMS FOR THE NEXT AGENDA</b>	
<b>23-24 / 12</b>	<b>All</b>	<b>NEXT PARISH COUNCIL MEETING</b> i. Annual Parish Assembly – <b>Thursday, 18<sup>th</sup> May 2023</b> at 7:30p.m. ii. Annual Parish Council Meeting – <b>Thursday, 18<sup>th</sup> May</b> at 8:00p.m.  Items for inclusion on the Agenda to be sent to the Parish Clerk no later than 12 noon on Friday, 5 <sup>th</sup> May 2023.	
<b>23-24 / 13</b>	<b>All</b>	<b>CLOSE OF MEETING</b>	