



STISTED PARISH COUNCIL

Chairman: Councillor David Burge
 Parish Clerk: Miss Emily Bamforth-White
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 Braintree
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Councillors: You are hereby summoned to attend the **Parish Council Meeting on Thursday 18th May 2023 at 8:00pm** in the Village Hall for the purpose of transacting the following business.

E. Bamforth-White

Clerk to the Council
 12th May 2023

Members of the public and press are welcome to attend.

AGENDA

ITEM	LEAD	BUSINESS	OUTCOME
23-24 / 14	Chair	ELECTION OF CHAIRMAN (Vote to be taken) The current Chairman to open the Meeting. Members to vote & elect a Chairman. The newly elected Chairman to sign the Declaration of Office and take the Chairman's position immediately.	RESOLUTION
23-24 / 15	Chair	ELECTION OF VICE-CHAIRMAN (Vote to be taken) Members to vote & elect a Vice-Chairman.	RESOLUTION
23-24 / 16	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 / 17	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). <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 / 18	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. <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
	18.1	County & District Councillors i. Cllr. Paul Thorogood - Essex County Council ii. Cllr. Tom Walsh & Cllr. Dennis Abram – Braintree District Council	INFORMATION
	18.2	Parish Paths / P3 To receive a verbal report from the Footpaths' Officer Robert Powers	
	18.3	Village Hall Report inc. Stisted Archives To receive a verbal report on the Village Hall and Stisted Archive.	
	18.4	Climate and Nature for Stisted (CANS) To receive a verbal report from the CANS representative.	
23-24 / 19	All	PREVIOUS MEETING RESOLUTION: To approve the minutes of the meeting held 5 th April 2023.	RESOLUTION
23-24 / 20	Clerk	MEETING ACTIONS REPORT To receive the Report on actions undertaken since the last meeting and note actions still outstanding.	INFORMATION
23-24 / 21	All	PARISH ELECTIONS – CO-OPTION To discuss process for co-option to fill remaining Councillor vacancies.	ACTION

23-24 / 22	<p>All</p> <p>22.1</p> <p>22.2</p> <p>22.3</p>	<p>ANNUAL ADMINISTRATION COMMITTEE & WORKING GROUP MEMBERSHIP</p> <p>i. To review/update membership to Committees and Working Groups.</p> <p>ii. To re-appoint Footpath's Officer for the forthcoming year.</p> <p>iii. To re-appoint Tree Warden for the forthcoming year.</p> <p>FINANCIAL</p> <p>i. To review and agree current Financial Regulations and Risk Management Policy Statement.</p> <p>ii. To update existing bank mandate as required.</p> <p>iii. To review and confirm Asset Register and Insurance details.</p> <p>iv. To appoint Internal Audit for the 2023/24 financial year.</p> <p>v. To confirm annual and monthly financial commitments.</p> <p>REVIEW OF POLICIES</p> <p>To review and agree all policies previously adopted:</p> <p>i. Standing Orders – Updated as per NALC 2022 revision.</p> <p>ii. Code of Conduct</p>	<p>RESOLUTION</p> <p>RESOLUTION</p> <p>RESOLUTION</p>
23-24 / 23	<p>All</p> <p>23.1</p> <p>23.2</p>	<p>PLANNING MATTERS</p> <p>Planning Applications</p> <p>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.</p> <p>i. For information – Notice of planning appeal OS 6335, Greenstead Green Road.</p> <p>Planning Results</p> <p>i. None.</p>	<p>ACTION</p> <p>INFORMATION</p>
23-24 / 24	<p>Clerk</p> <p>24.1</p> <p>24.2</p> <p>24.3</p> <p>24.4</p> <p>24.5</p>	<p>FINANCE</p> <p>Bank Reconciliation</p> <p>To receive Bank Reconciliation to end April.</p> <p>Payments</p> <p>To approve payments as per schedule.</p> <p>Section 106 Funding</p> <p>To agree to apply for funding for seating or sun canopy.</p> <p>Playing Field / Football Pitch</p> <p>To discuss quotations received for aeration, re-seeding, fertilisation.</p> <p>Community Shop</p> <p>To discuss providing financial assistance.</p>	<p>INFORMATION</p>
23-24 / 25	<p>25.1</p> <p>25.2</p> <p>25.3</p> <p>25.4</p> <p>25.5</p> <p>25.6</p> <p>25.7</p>	<p>COMMUNITY, RECREATION & MAINTENANCE</p> <p>Sub-Committee - Neighbourhood Plan</p> <p>To receive an update.</p> <p>Working Group - Climate and Nature for Stisted (CANS)</p> <p>To formally agree to not use glyphosate and to seek an alternative to improve biodiversity.</p> <p>To discuss the purchase/installation of a village compost store</p> <p>Working Group – Parking</p> <p>To receive an update.</p> <p>Playing Field</p> <p>To note the monthly inspection report.</p> <p>Assets of Community Value</p> <p>Update.</p> <p>Tree Guards</p> <p>To arrange working party to collect/remove tree guards from the village.</p> <p>Grass Cutting</p> <p>To discuss issues around current contract.</p>	<p>INFO/ACTION</p>
23-24 / 26	<p>Chairman</p>	<p>PUBLIC PARTICIPATION SESSION 2</p>	<p>INFORMATION</p>
23-24 / 27	<p>All</p>	<p>INFORMATION EXCHANGE AND ITEMS FOR THE NEXT AGENDA</p>	

23-24 / 28	All	<p>NEXT PARISH COUNCIL MEETING</p> <p>The next meeting of the Parish Council will be held on Wednesday, 7th June at 7:30p.m. in the Village Hall.</p> <p>Items for inclusion on the Agenda to be sent to the Parish Clerk no later than 12 noon on Friday, 26th May 2023.</p>	
	All	<p>CLOSE OF MEETING</p>	