



STISTED PARISH COUNCIL

Chair: Councillor Mark Hughes
 Clerk: Miss Emily Bamforth-White
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Councillors: You are hereby summoned to attend the **Parish Council Meeting** on **Wednesday 6th September 2023** at **7:30pm** in the **Montefiore Institute** for the purpose of transacting the following business.

E. Bamforth-White
 Clerk to the Council

Members of the public and press are welcome to attend.

AGENDA

ITEM	LEAD	BUSINESS	OUTCOME
23-24 / 42	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 / 43	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 / 44	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. 44.1 County & District Councillors i. Cllr. Paul Thorogood - Essex County Council ii. Cllr. Tom Walsh & Cllr. Dennis Abram – Braintree District Council 44.2 Parish Paths / P3 To receive a verbal report from the Footpaths' Officer Robert Powers 44.3 Village Hall Report inc. Stisted Archives To receive a verbal report on the Village Hall and Stisted Archive. 44.4 Community Shop – Report To receive a verbal report on the Community Shop.	INFORMATION INFORMATION
23-24 / 45	ALL	PREVIOUS MEETING RESOLUTION: To approve the minutes of the meeting held 5 th July 2023.	RESOLUTION
23-24 / 46	Clerk	MEETING ACTIONS REPORT To receive the Report on actions undertaken since the last meeting and note actions still outstanding.	INFORMATION
23-24 / 48	All	48.1 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. Land Opposite 1 To 4 Jenkins Farm Cottages Kings Lane Stisted Essex – Reported to Planning Enforcement. ii. 23/01963/VAR - Solar Panels at Kentishes Farm, Kentish Farm Road, Stisted	ACTION

	48.2	Planning Results i. None	INFORMATION
23-24 / 49	Clerk	FINANCE	INFORMATION
	49.1	Bank Reconciliation To receive Bank Reconciliation to end August.	
	49.2	Payments To approve payments as per schedule.	
	49.3	Section 106 Funding To update as to where Coronation benches will be installed.	
23-24 / 50		COMMUNITY, RECREATION & MAINTENANCE	INFO/ACTION
	50.1	Working Group - Neighbourhood Plan	
	AR	To receive an update.	
	50.2	Working Group - Climate and Nature for Stisted (CANS)	
	HH	To receive a verbal Report To discuss the tree on the village green – and how to replace it, the progress with the ECC grant and to discuss the wildlife signage for Stisted.	
	50.3	Playing Field	
	BP	To note the monthly inspection report and discuss the equipment. Football Foundation	
	50.4	Assets of Community Value	
	HH	To receive an update.	
	50.5	Playing Field Booking Form To discuss the booking form made.	
	50.6	Internal Auditor To continue the process in appointing a new auditor.	
	50.7	Parish Council Website To discuss the Stisted Website.	
	50.8	Dog Bins To discuss if it is possible to get new bins or to move previous bins.	
	50.9	Street Lighting	
	MH	To receive update.	
	50.10	Affordable housing	
	MH	To discuss the process into the affordable housing and how to take it further.	
	50.11	BDC Map	
	MH	To mark up where the Parish Council wants to cut the grass.	
	50.12	Street Signs	
	MH	To discuss and update about the Street signage.	
	50.13	Parish Newsletter To discuss the Parish Newsletter.	
	50.14	Grass Cutting Contract To discuss whether to review the grass cutting contract and discuss going out to tender.	
	50.15	Heating Oil Alternatives To discuss the alternatives.	
	50.16	Tree Guards To arrange a working party to clear/remove tree guards around village.	
23-24 / 51	Chairman	PUBLIC PARTICIPATION SESSION 2	INFORMATION
23-24 / 52	All	INFORMATION EXCHANGE AND ITEMS FOR THE NEXT AGENDA	
22-23 / 53	All	MOTION TO EXCLUDE PUBLIC FROM THE MEETING Motion: Members of the public will be requested to leave the meeting to allow Councillors to discuss matters related to employment.	INFO/ACTION
22-23 / 54	All	EMPLOYMENT MATTERS – CLERK RECRUITMENT To agree next steps.	
23-24 / 55	All	NEXT PARISH COUNCIL MEETING The next meeting of the Parish Council will be held on Wednesday, 4 th October 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 Monday 25 th September 2023	
	All	CLOSE OF MEETING	