



**Parish Council Meeting of Mistley Parish Council to be held on Monday 15<sup>th</sup> December 2025 commencing at 7.30pm at Mistley Village Hall**

Dear Councillors

**Notice of Meeting/Summons** – You are summoned to the Parish Council Meeting of Mistley Parish Council which will take place on Monday 15<sup>th</sup> December 2025 at 7.30pm at Mistley Village Hall.

Yours sincerely

**Susan Clements (Assoc. CIPD) CILCA (FSLCC) - Parish Clerk**  
**8<sup>th</sup> December 2025**

**A G E N D A**

1. **Welcome and Apologies for Absence** – To receive and agree.
2. **\*Persistent Absence** - Local Government Act (LGA) 1972, s 85(1) and (2) and LGA 1972, s 85(1) – To note disqualification of Parish Councillor and the next steps.
3. **Declarations of Interests & Dispensations** – To receive any declarations of interest and at any point during the Meeting. To receive any dispensations (received in advance of the Meeting).
4. **\*Parish Councillor Applications** – To receive and consider any applications for the three casual vacancy Parish Councillor seats.
5. **Public Voice** – *To facilitate members of the public / press to address the Council to a maximum of 3 minutes per person/per subject and no more than 15 minutes for the session.*
6. **District and County Councillors Reports** – To note written reports and to clarify any points from the said Reports. (Already received).
7. **Minutes of the Parish Council Meeting held on the 3<sup>rd</sup> November 2025**– To receive, consider and approve. [Council Minutes | Mistley Parish Council](#)
8. **Update/Matters Arising from the Parish Council Meeting Minutes held on the 3<sup>rd</sup> November 2025** – To receive and note any updates.
9. **Councillors Written/Email Reports on Working Group Meetings/Other Meetings/site Meetings Attended** – To receive brief written/email updates and agree any matters.
  - a) **Allotment Working Group** - (Councillors Chaplin, Coiley, and Leveridge).
  - b) **Bus Working Group** – (Councillors Chaplin, Halliday, and Walker) – To consider disbanding.
  - c) **Grounds & Tree Maintenance Working Group** – (Councillors Leveridge and Nutter with other Councillors/Residents/Other Volunteers).
  - d) **Mistley Village Hall Management Committee** – (Parish Councillor Reps - Chaplin and Coiley).
  - e) **Road Safety Working Group** – Councillors Chaplin and Walker.
  - f) **Other Meetings/Site Meetings** – To receive a brief written/email update and consider any matters.
10. **Financial Matters** – (The Council reclaims VAT). (The Council has the General Power of Competence under the Localism Act 2011 ss 1 to 8).
  - a) **Schedule of Accounts for Payment** – To receive, consider and agree payments since the last Meeting. (To follow).
  - b) **Bank Reconciliations** – November 2025 – To receive and agree. (At meeting).
  - c) **Finance Committee Meeting** – November 2025 – To agree recommendations. [Finance Committee | Mistley Parish Council](#)
  - d) **The Walls – Erosion** – To consider the request received from Essex County Council, Asset, Strategy and Policy.
  - e) **BUDGET 2026 2027 AND PRECEPT** – The Council is asked to receive, consider, and **RESOLVE** the Precept and Budget for the 1<sup>st</sup> April 2026 – 31<sup>st</sup> March 2027 of and to agree the recommendations of the Finance Committee Budget Meeting held on the 24<sup>th</sup> November 2025. (Details attached).
  - f) **Mistley Cricket Club** – To receive further information and to consider the grant request. (Further details awaited).
  - g) **Shrubland Road/California Road** – To receive an update and consider further. (New information received).

- h) Barclays Bank – Cancel Transfer of £15,900 (3<sup>rd</sup> November 2025 Meeting – Minute Number 9 k) re: FSCS (Financial Services Compensation Scheme) because of the new bus shelter payment. (Limit increased on the 1<sup>st</sup> December 2025 to £120,000 from £85,000).
- i) PACE – (Practical Actions for Climate and the Environment) - PACE and Manningtree Earth Festival June 2026 -To consider the grant/donations request. (Details attached).
- j) MITHRAS – (Mistley Thorn Residents Association) - To consider the grant/donations request. (Details awaited re Christmas Tree request).
- 11. **Correspondence** – To note/consider and agree the following:
  - a) Mistley Rugby Club – To consider the request for fencing the new pitch. (Details already received).
  - b) PACE – (Practical Actions for Climate and the Environment) - To consider the request for consent for Environment Walks around Furze Hill. (Details already received).
  - c) The Walls – To receive an update regarding the complaint about a vendor.
- 12. **Stourview Primary School** – To receive/consider any updates.
- 13. **Risk Assessments** – All Areas – To receive and consider. (Attached).
- 14. **Dates of Next Meetings** –
  - Planning Committee Meeting – Monday 26th January 2026 at 7pm – Mistley Village Hall.
  - Parish Council Meeting (Annual) – Monday 26th January 2026 at 7.30pm – Mistley Village Hall.
- 15. **Resolution to Exclude the Public and the Press** – The Public Bodies S.1 (2) (Admission to Meetings Act 1960) and the Local Government Act 1972 ss 100 and 102 (amended 2014). The Council is asked to consider and agree to exclude the Public since publicity would legally prejudice commercial sensitivity and confidentiality.
- 16. **Confidential Minutes of the Parish Council Meeting held on the 3<sup>rd</sup> November 2025** – To receive, consider and approve the Minutes. (Minutes attached – Councillors only).
- 17. **Update/Matters Arising from Confidential Minutes held on the 3<sup>rd</sup> November 2025** – To receive and note any updates.
- 18. **Parish Council/Village Assets** – The Council is asked to receive updates and consider any matters further.
- 19. **Local Government Services Pay Agreement 2026/27 NJC (National Joint Councils)** – To consider the pay recommendations of the Finance/Budget Committee Meeting on the 24<sup>th</sup> November 2025.