



**Parish Council Meeting of Mistley Parish Council to be held on Monday 26<sup>th</sup> January 2026 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 26<sup>th</sup> January 2026 at 7.30pm at Mistley Village Hall.

Yours sincerely

**Susan Clements (Assoc. CIPD) CILCA (FSLCC) - Parish Clerk**  
**19<sup>th</sup> January 2026**

### **A G E N D A**

1. **Welcome and Apologies for Absence** – To receive and agree.
2. **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).
3. **Parish Councillor Vacancies** – To consider any applications received.
4. **Public Voice** – *To facilitate members of the public / press to address the Council to a maximum of 3 minutes per person and no more than 15 minutes for the session.*
5. **District and County Councillors Reports** – To note written reports and to clarify any points from the said Reports. (Already received).
6. **Minutes of the Parish Council Meeting held on the 15<sup>th</sup> December 2025** – To receive, consider and approve. (Minutes link to website).
7. **Update/Matters Arising from the Parish Council Meeting Minutes held on the 15<sup>th</sup> December 2025** – To receive and note any updates.
8. **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).
    - **Health and Safety – Code of Conduct** – To consider the suggestion as received from MALGA. (Mistley Allotment and Gardeners Association).
    - **Brunswick Allotments** – To receive and consider the quotation for hedge planting. (Attached).
    - **BR20** – Request for a greenhouse. (Details to follow).
    - **RR021** – Request for shed. (Details already received).
  - b) **Grounds & Tree Maintenance Working Group** – (Councillors Leveridge and Nutter with other Councillors/Residents/Other Volunteers).
  - c) **Mistley Village Hall Management Committee** – (Parish Councillor Reps - Chaplin and Coiley).
  - d) **Road Safety Working Group** – Councillors Chaplin and Walker.
  - e) **Other Meetings/Site Meetings** – To receive a brief written/email update and consider any matters.
9. **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 – December 2025** – To receive and agree. (At meeting).
  - c) **Mistley and Manningtree Bowls Club** – To consider the request for a donation/grant for £500. (Details attached).
  - d) **Mistley Cricket Club** – To consider further the request for a donation/grant. (Requested details awaited).
  - e) **B1035 / Clacton Road through Horsley Cross - VAS/SID Signs** – To consider the request. (Details already received).
  - f) **Welcome Home Hedging Gaps** – To receive and consider the quotation for planting. (Attached).
10. **Correspondence** – To note/consider and agree the following:
  - a) **Mistley Rugby Club** – To consider the request for Presidents Day on the 2nd May 2026 and The Pram race on the 30th August 2026.

- b) Mistley Rugby Club – To consider the request for a container for storage of youth equipment. (Details attached).
11. Stourview Primary School – To receive/consider any updates.
12. Dates of Next Meetings –
- Tendring District Council Local Plan Meeting – Monday 9<sup>th</sup> February 2026 at 6.30pm at Mistley Village Hall.
  - Planning Committee Meeting – Monday 9<sup>th</sup> March 2026 at 7pm – Mistley Village Hall.
  - Parish Council Meeting – Monday 9<sup>th</sup> March 2026 at 7.30pm – Mistley Village Hall.
13. 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.
14. Confidential Minutes of the Parish Council Meeting held on the 15<sup>th</sup> December 2025 – To receive, consider and approve the Minutes. (Minutes attached – Councillors only).
15. Update/Matters Arising from Confidential Minutes held on the 15<sup>th</sup> December 2025 – To receive and note any updates.
16. Parish Council/Village Assets – The Council is asked to receive updates and consider any matters further.