



Parish Council Meeting of Mistley Parish Council to be held on Monday 29th June 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 29th June 2026 at 7.30pm at Mistley Village Hall.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Susan Clements'.

Susan Clements (Assoc. CIPD) CILCA (FSLCC) - Parish Clerk
23rd June 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. **Public Voice** – *To facilitate members of the public / press to address the Council to a maximum of 3 minutes per person/subject and no more than 15 minutes for the session.*
4. **Parish Councillor Vacancies** – To consider the applications and to receive an update regarding Councillor seats. (Details already received).
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 18th May 2026** – To receive, consider and approve. [Council Minutes | Mistley Parish Council](#)
7. **Update/Matters Arising from the Parish Council Meeting Minutes held on the 18th May 2026** – 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).
 - **Plot RR037** – To consider the request for a 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) **Sports and Community Infrastructure Group** – Councillors Coiley, Killion, Nutter and Walker.
 - f) **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. (May 2026 attached. June 2026 to follow).
 - b) **Bank Reconciliations** – May 2026 – To receive and agree. (Attached).
 - c) **Street Light – The Green** – To receive an update and consider further.
 - d) **Knobbly – Shrubs/protection hedging** – To receive and consider the advice. (Details already received).
 - e) **Manningtree Town Regatta** – To consider the donation request. (Details already received).
 - f) **Manningtree and District Community Bus** - To consider the donation request. (Details already received).
 - g) **Finance Committee** – 29th June 2026 – To agree the recommendations.
 - h) **Councillors Internal Financial Checks** – To nominate a Councillor to carry out the annual checks. (Attached).
10. **Correspondence** – To note/consider and agree the following:
 - a) **Cadets** – To consider the request regarding Furze Hill. (Details already received).

- b) Mistley Cemetery – To consider the grounds maintenance issues regarding the new cemetery and ashes plot area.
 - c) The Walls – To consider the issues with overnight parking of vehicles and caravans.
 - d) Harwich Town Council - Manningtree to Harwich Branch line – To consider the request to support the Town Council. (Details already received).
11. **Stourview Primary School** – To receive/consider any updates.
 12. **Dates of Next Meetings** –
 - Schedule of Meetings 2027 – To agree. (Attached).
 - Planning Committee Meeting – Monday 11th August 2026 at 7pm – Mistley Village Hall.
 - Parish Council Meeting – Monday 11th August 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 18th May 2026** – To receive, consider and approve the Minutes. (Minutes attached).
 15. **Update/Matters Arising from Confidential Minutes held on the 18th May 2026** – To receive and note any updates.
 16. **Parish Council/Village Assets** – The Council is asked to receive updates and consider any matters further.
 17. **HMRC Mileage Rates** – To agree the approved mileage rates from tax year 2026 to 2027. (Already received).