



## Minutes of the full Parish Council Meeting held on 20th December 2021 at 7.30pm at Mistley Village Hall

### **Councillors Present:**

- Councillor G Carter
- Councillor J Chaplin (*Vice Chairman*)
- Councillor S Coiley
- Councillor P Cunningham
- Councillor R Frost
- Councillor C Howell (*Chairman of Council*)

### **In Attendance:**

- Mrs S Clements – Clerk
- Chairman of Tendring District Council – District Councillor J Bray (*End of Minute Number 4*).
- Two Members of the Public

1. **Welcome and Apologies for Absence** – The Chairman of the Council – Councillor Howell welcomed everyone to the Meeting, including the Chairman of Tendring District Council – District Councillor Jeff Bray. Apologies for absence were received from Councillors Bell (work), Kent (unwell), Meston (family), Nutter (family) and Peacock (unwell). These were agreed by the Council. An apology was also received from County and District Councillor C Guglielmi.
2. **Declarations of Interest and Dispensations** – The following declarations of interest were made. (There were no dispensations):

<u>Name of Councillor</u>	<u>Details of Interest</u>	<u>Minute Number</u>
Councillors Carter and Frost	Personal Interest – Member of the Rugby Club	Minute Number 15 – Parish Council Assets
Councillor Cunningham	Personal Interest – Member of Mistley Kids Club	Minute Number 8 j)

3. **Presentation of Local Council Award Scheme Certificate** – At this point District Councillor Jeff Bray gave a verbal presentation to the Meeting and passed over the Local Council Award Scheme Certificate to the Parish Council. (Copy of the Chairman of the Essex Accreditation Panel’s presentation in Minute Book, on website and available upon request).
4. **Public Voice** – No Members of the Public wished to speak.  
  
*The Chairman of Tendring District Council – District Councillor J Bray left the Meeting at this point due to another community event.*
5. **District and County Councillors Reports** – The District Councillors and County Councillor written reports were received and noted. (Copies of reports available upon request and on website). The Council asked for details about the District Council’s Waste Services over the Christmas and New Year period so that the information can be displayed on the Parish Council’s website and Facebook. The Clerk will ask for this.

6. **Minutes of the Parish Council Meeting held on the 29<sup>th</sup> November 2021** – These Minutes were received, considered, and approved following the vote. (Proposed by Councillor Frost and seconded by Councillor Cunningham). (Copy in Minute Book, on website and available upon request).
7. **Update/Matters Arising from Previous Minutes held on the 29<sup>th</sup> November 2021** – There were no new updates or matters arising.
8. **Councillors Reports on Committee/Working Party Meetings/Other Meetings/Site Meetings** –
- a) Other Meetings/Site Meetings – There were no reports.
  - b) Mistley Village Hall Management Committee – The Council received and noted the monthly written report from the Committee.
  - c) Allotment Working Group – (Councillors Cambridge, Chaplin - Chair, Coiley and Kent) – At the end of February 2022 the Group will look at managing weeds at the Brunswick plots.
  - d) Grounds Maintenance Working Group – (Led by Councillor Nutter with other Councillors/Residents/Other Volunteers) – The Council noted that Councillor Nutter is working with the Council's Warden regarding removing the old bins and installing the new larger litter bins along The Walls.
  - e) Signage Working Group – (Councillors Chaplin – Chair, Coiley and Howell) – There were no new updates.
  - f) Trees Working Group – (Councillors Coiley, Howell and Nutter - Chair) – There were no new updates.
  - g) Section 106 Developer Agreements with Tendring District Council & Contributions for Mistley – (Councillors Coiley, Howell – Chair, Kent and Nutter) – Councillor Howell reported that the daffodil bulbs have been ordered and planted.
  - h) Community Celebrations Working Group – (Councillors Bell, Carter, Coiley, Frost, and Howell - Chair) with representatives from Lawford Parish Council and other community groups/members of the public – The Council noted that the December Meeting was unfortunately cancelled. The Group will meet again in January 2022.
  - i) Swan Basin – Fish and Planting Working Group – (Councillors Chaplin - Chair, Frost, Howell, and Nutter) – The Council noted that it is hoped that the milestones will be installed shortly. Rose Builders have been asked to provide a quotation to refurbish the Swan Basin.
  - j) Furze Hill Working Group – (Councillors Carter, Nutter, and Peacock) – Councillor Carter provided a brief verbal update. The Council agreed to defer this matter until the next Meeting as the Working Group appear to have focused on one group only.
9. **Financial Matters**
- a) Schedule of Account for Payment – The schedule was received, considered, and agreed following the vote for payments in the sum of £2,087.90. (Proposed by Councillor Cunningham and seconded by Councillor Coiley). (Copy in Minute Book and on website).
  - b) Bank Reconciliations – October and November 2021 – These were received and noted. (Copies on website).
  - c) Councillor Generic Emails – With regard to the live date, the Council agreed following to defer this until the next Meeting.
  - d) Section 137 Grant Request – Wecare Wildlife Rescue – The Council received and considered the financial request towards signage along The Walls and within the AONB (Area of Outstanding Natural Beauty). Following the vote, (proposed by Councillor Frost and seconded by Councillor Cunningham), the Council agreed that Councillors Chaplin and Coiley will arrange to meet with the group.
  - e) Urgent Finance Matters – Essex County Councillor Locality Budget – The Council considered further projects under this fund/application up to £1,000 following other neighbouring parishes not taking up the application offer. Following the vote, (proposed by Councillor Frost and seconded by Councillor Carter), it was agreed to apply for renovation

works to the Swan Fountain as this is cracking, brick work needs repointing/attention, and the railings need some attention.

10. **Correspondence** – There were no new matters to report.
11. **Parish Council Meetings** – The Council noted the following Meetings:
  - Parish Council Meeting – Monday 7<sup>th</sup> February 2022 at 7.30pm – Mistley Village Hall.
  - Planning Committee Meeting – Thursday 6<sup>th</sup> January 2022 at 7.30pm – Mistley Village Hall.
12. **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 considered and agreed to exclude the Public since publicity would legally prejudice commercial sensitivity and confidentiality. This resolution was agreed following the vote. (Proposed by Councillor Coiley and seconded by Councillor Frost).
13. **Confidential Minutes of the Parish Council Meeting held on the 29<sup>th</sup> November 2021** – The Council is asked to receive, consider and approve the Confidential Minutes.
14. **Update/Matters Arising from Confidential Minutes held on the 29<sup>th</sup> November 2021** – The Council is asked to receive and note any updates.
15. **Parish Council Assets – (Leases/Licences)** – The Council is asked to receive updates from the working group meeting/s and to consider and agree the possible next legal stages with the Council's Solicitor.

*There being no further business, this part of the Meeting closed to facilitate the closed part of the Meeting.*

Signed ..... Chairman      Date .....