



Minutes of the full Parish Council Meeting
held on the 26th January 2026 at 7.30pm at Mistley Village Hall

Councillors Present:

Councillor S Coiley
Councillor P Cunningham
Councillor C Halliday
Councillor I Killion
Councillor I Leveridge
Councillor P Nutter (Chairman)

In Attendance:

Mrs S Clements – Clerk
Four Members of the Public

- Welcome and Apologies for Absence** – The Chairman of the Council – Councillor Nutter welcomed everyone to the Meeting. An apology for absence was received from Councillor Chaplin (family). This was noted by the Council. Councillor Walker was not present. An apology for absence was also received from District Councillor Barrett.
- Declarations of Interest and Dispensations** – The following declarations of interest were made. (There were no dispensations).

Name of Councillor	Details of Interest	Minute Number
Councillor Halliday	Pecuniary Interest – Allotment tenants.	Minute Number 8 a) Councillors Reports.
Councillor Leveridge.	Personal Interest – Member of the Rugby Club.	Minute Number 16 – Parish Council Assets.
Councillors Coiley, Cunningham, Leveridge and Nutter.	Personal Interests – Trustees of The Welcome Home Trust.	Minute Numbers 16 - Parish Council Assets.
Councillors Coiley, and Cunningham.	Personal Interests – Trustees of Mistley Village Hall Management Committee.	Minute Number 8 c) Councillors Reports.

- Parish Councillor Vacancies** – None received.
- Public Voice** – A Member of the Public spoke about road closures. Councillor Nutter responded back and shared a map. Another Member of the Public asked if there are any plans to modernise the Furze Hill Play area. Councillor Nutter responded back regarding the risk assessments but advised that there are no proposals to upgrade the play equipment at the current time. The Clerk will look into the Play Area gates at the entrance. A Member of Public asked about the Thorn Quay and legal notices (planning enforcement notices etc). Councillor Nutter advised that this matter is being processed by Tendring District Council (with Essex County Council) and that a site meeting is taking place during the middle of February 2026. A query was raised about feeding the Swans. An update was provided about the latest volunteer group. Another query was raised about the erosion along The Walls. An update was provided regarding Essex County Council.

One Member of the Public left the Meeting at this point.

- District and County Councillors Reports** – The District Councillors written report and the County Councillor's written report were received and noted. Councillors noted the email update from District Councillor Barrett. District Councillor Barrett and District and County Councillor Guglielmi are meeting with MITHRAS during the middle of February 2026.

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This is to discuss the state of building works and the path closure, with a view to cleaning up the exiting site which is now being overseen by Tendring District Council. District Councillor Barrett also provided an update about the Local Development Plan and sites for possible future housing allocation. The illegally parked caravan along The Walls has now been removed.

6. Minutes of the Parish Council Meeting held on the 15th December 2025 – These Minutes were received, considered, and approved following the vote. (Proposed by Councillor Cunningham and seconded by Councillor Halliday). (Copy in Minute Book and on website).

7. Update/Matters Arising from Previous Minutes held on the 15th December 2025 – There were no matters to note.

8. Councillors Reports on Working Party Meetings/Other Meetings/Site Meetings–

a) Allotment Working Group – (Councillors Chaplin, Coiley, and Leveridge) –

- Health and Safety – Code of Conduct – The Council received and considered the suggestion from MALGA. (Mistley Allotment and Gardners Association). This matter will be deferred pending further liaison with MALGA.
- Brunswick Allotments – The Council received and considered the quotation for hedge planting in the sum of £440 plus VAT. Following the vote, (proposed by Councillor Cunningham and seconded by Councillor Coiley), this was agreed.
- BR20 – This matter will be deferred as details are still awaited.
- RR021 – The Council received and considered the retrospective request for a shed. Following the vote, (proposed by Councillor Cunningham and seconded by Councillor Leveridge), this was agreed.

One Member of the Public left the Meeting at this point.

b) Grounds & Tree Maintenance Working Group – (Councillors Leveridge and Nutter with other Councillors/Residents/Other Volunteers and the Council's Warden) – The Council noted the tree along Green Lane which has been reported to Essex County Council, including the name of the landowner. The work to one of the memorial benches along The Walls is in hand.

c) Mistley Village Hall Management Committee – (Parish Councillors Reps - Chaplin and Coiley) - Councillor Cunningham provided an update about Network Power UK carrying out tree work at Furze Hill and future fibre optic work at the Village Hall.

d) Road Safety Working Group – Councillors Chaplin and Walker – No updates.

e) Other Meetings/Site Meetings – There were no additional meetings to report on.

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 – The schedules were received, considered, and agreed following the vote, for payments since the last Meeting in the sum of £4928.27 plus VAT (£249.66) for 1st – 31st December 2025 and in the sum of £7293.98 plus VAT (£84.72) for 1st – 26th January 2026. (Proposed by Councillor Cunningham and seconded by Councillor Coiley). (Copy in Minute Book and on website within Minutes).

b) Bank Reconciliations – December 2025 – These were received, considered, and agreed following the vote. (Proposed by Councillor Cunningham and seconded by Councillor Coiley).

c) Mistley and Manningtree Bowls Club – The Council received and considered the donation/grant request for £500. Following the vote, the Council agreed to a donation/grant of £500. (Proposed by Councillor Coiley and seconded by Councillor Killion).

d) Mistley Cricket Club – The Council received and considered the donation/grant request. The timeframe details were noted. Following the vote, the Council agreed to a donation/grant of £1,000. (Proposed by Councillor Killion and seconded by Councillor Killion).

e) B1035 / Clacton Road through Horsley Cross - VAS/SID signs – The Council agreed to defer this matter to the next meeting.

f) Welcome Home Hedging Gaps – The Council received and considered the quotation for planting in the sum of £300 plus VAT. Following the vote, (proposed by Councillor Cunningham and seconded by Councillor Coiley), it was agreed to accept this quote.

10. Correspondence –

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- a) Mistley Rugby Club – The Council considered the request for Presidents Day on the 2nd May 2026 and The Pram race on the 30th August 2026. The Council noted that there is a large event going on at Mistley Village Hall on the 2nd May. Both requests were agreed following the vote. (Proposed by Councillor Cooley and seconded by Councillor Killion). This is provided that suitable public liability insurance is submitted to the Parish Council, together with a robust risk assessment and assurances that the football field will not be obstructed, that all litter is removed from the site and that the ground is reinstated if it is damaged. Also, that some car park marshalling/monitoring is in place.
- b) Mistley Rugby Club – The Council received and considered the request for a container for storage. It was agreed following the vote, to ask the Rugby Club to come up with a different storage solution and in the near future, to remove the current storage shed from the site and to clean and tidy the area. (Proposed by Councillor Cooley and seconded by Councillor Killion).

11. **Stourview Primary School** – The Council noted that the local Rotary Club are looking into funding for transport provision to assist with transportation costs for pupils swimming lessons.

The remaining two Members of the Public left the Meeting at this point.

12. **Next Meetings** –

- Tendring District Council Local Plan Meeting – Monday 9th February 2026 at 6.30pm at Mistley Village Hall.
- Planning Committee Meeting – Monday 9th March 2026 at 7pm at Mistley Village Hall.
- Parish Council Meeting – Monday 9th March 2026 at 7.30pm at 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 agreed following the vote, to exclude the Public since publicity would legally prejudice commercial sensitivity and confidentiality. (Proposed by Councillor Cunningham and seconded by Councillor Killion).

14. **Confidential Minutes of the Parish Council Meeting held on the 15th December 2025** – The Council is asked to receive, consider and approve the Confidential Minutes.

15. **Update/Matters Arising from Confidential Minutes held on the 15th December 2025** – The Council is asked to receive and note any updates.

16. **Parish Council Assets – (Leases/Licences)** – The Council is asked to receive legal updates and to consider and agree the next legal stages with the Council's Solicitor.

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

Date	Payee Name	£ Total Amount	£ VAT		
15/12/2025	A&J Lighting	660.3	110.05	550.25	Harwich Rd. Trinity Rd
22/12/2025	Collier & Catchpole	11.98	2	9.98	Dog Bin install Green Lane Dog Bin
22/12/2025	Jewson	4.4	0.73	3.67	
22/12/2025	Gt Oaktree Land Services Ltd	360	60	60	Risk assess all
				60	Risk assess all
				60	Risk assess all
				60	Risk assess all
22/12/2025	Tendring District Council	95	95	Rd	Rent Middlefield
22/12/2025	Mrs S Clements	1376.52		1376.52	Dec 25

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Mistley Parish Council



22/12/2025	Mrs S Clements	10	10	EE Office Phone
22/12/2025	Brian Forrester	788.84	788.84	Dec 25 & 6 hrs
22/12/2025	Mrs S Clements	81.88	81.88	Exp Dec 25
22/12/2025	Essex Pension Scheme	499.52	499.52	Dec 25
22/12/2025	Microsoft Limited	104.99	17.5	87.49 Microsoft Limited
22/12/2025	Collier & Catchpole	24.95	4.16	20.79 Brunswick Allots
22/12/2025	SSE Energy Solutions	1159.55	55.22	1104.33 St lights elec
	Total Payments	5177.93	249.66	4928.27

Date	Payee Name	£ Total Amount	£ VAT	
20/01/2026	HMRC	1798.32	1798.32	Q3 Tax & NI Staff Email renewal for 9 years
20/01/2026	Mythic Beasts	142.8	23.8	119
20/01/2026	Essex Pension Scheme	799.23	799.23	Jan 26
20/01/2026	Brian Forrester	1262.34	1262.34	Jan 26 & 6 hrs & backpay
20/01/2026	Mrs S Clements	2026.58	2026.58	Jan 26 & backpay
20/01/2026	Mrs S Clements	70	70	Jan 26
22/01/2026	SSE Energy Solutions	1279.43	60.92	1218.51 St lights
	Total Payments:	7378.7	84.72	7293.98

4 Signed – Chairman..... Date.....