



# MISTLEY PARISH COUNCIL

## Minutes of the full Parish Council Meeting held on 16 December 2019 in the Village Hall, Shrubland Road at 7.30pm

### **Councillors Present:**

Councillor C Howell (*Chairman of the Council*)  
Councillor J Chaplin (*Vice Chairman*)  
Councillor B Burton  
Councillor J Cambridge  
Councillor G Carter  
Councillor F Kent (*to end of Minute Number 11*)  
Councillor P Nutter  
Councillor I Peacock

### **In Attendance:**

Mrs S Clements – Parish Clerk/Responsible Financial Officer  
Mr R Horlock – Volunteer Tree Warden  
Two Members of the Public were present.

1. **Welcome and Apologies for Absence** – The Chairman welcomed everybody to the Meeting. An apology for absence was received from Parish Councillor Frost who is unwell.
2. **Declarations of Interest** – The following interests were made:

<u>Name of Councillor</u>	<u>Details of Interest</u>	<u>Minute Number</u>
Councillor Howell	Non-pecuniary interest	12. a) Schedule of Accounts (Expenses)
Councillor Peacock	Non-pecuniary interest	12. a) Schedule of Accounts (Village Hall Management)
Councillor Chaplin	Non-pecuniary interest	12. b) Mistley Swans
Councillor Carter	Non-pecuniary interest	15. Mistley Rugby Club

3. **Public Voice** – One Member of the Public spoke about the suggested Community Governance Review between Lawford Parish Council, Manningtree Town Council and Mistley Parish Council and to ask what the Parish Council's view is on the proposed review. Councillor Howell responded by advising the Member of the Public that the Parish Council is unanimously opposed to merging and that it is aware that a few local residents are endeavouring to enforce the said review. The Member of the Public expressed his concerns about the responses to his representations to the local press regarding his views about the review.
4. **District and County Councillors Reports** – The written District Councillors report was received and noted. It included updates on the General Election, Waste Collection over the Festive Period, and a Planning Application in Lawford. The District Council Climate Change Carbon Capture letter from District Councillor Coley was also well received and noted.

5. **Policing Update** – There were no new updates.
  
6. **Minutes of the last full Parish Council Meeting held on the 25<sup>th</sup> November 2019** – These were received, considered and approved following the vote. (Copy in Minute Book).
  
7. **Update/Matters Arising from Previous Minutes held on the 25<sup>th</sup> November 2019** – There were no updates.
  
8. **Furze Woodland Management Phased Plan** – The Council noted that Mr Horlock the Volunteer Tree Warden has been working hard on the felling license application in conjunction with the LPA (Local Planning Authority) Tree Officer, the Forestry Commission, Councillor Nutter and the Clerk. Councillors noted that the application may take around 10 weeks to process with the proposed felling taking place during July, November 2020. The Council was pleased to note the potential revenue of up to £3,000 following the sale of the wood. Mr Horlock was thanked for his work and the time expended on this phased project.
  
9. **Restoration of the Wall at The Green** – The Council noted that the wall is not listed, that written confirmation has been received from the LPA confirming that planning consent is not required even though the wall is in the Conservation Area, that three days labour can be sourced free of charge, that two local residents will supply the bricks and that the lime putty will be around £150, where the Parish Council has already agreed to assist with this particular cost. The Local Resident who has been assisting with this project was thanked.
  
10. **The Milestone** – The Council noted the Site Meeting which was held on the 28<sup>th</sup> November 2019. They noted that ownership is unknown, that the Milestone cannot be sited on public land and that a possible site is the entrance to the Barley Store where permission is being sought. There is also the possibility of some financial assistance via EDME. It is proposed that the metal replica will stand alongside the Milestone. All those involved in this project were thanked.
  
11. **Councillors to Report on External Meetings Attended** – Brief verbal updates were received as follows:
  - a) **On Site Meeting with Developers** – The Council noted that Councillors Cambridge and Chaplin had met with the developers in the Shrubland Road area to ask them about making good some of the road once the development work has been completed. The issues with Future Way Homes were noted.
  - b) **VE Celebrations – Friday 8<sup>th</sup> May 2020** – Councillor Chaplin updated Councillors following her attendance at a Meeting on the 10<sup>th</sup> December 2019. The Council noted that there will be dancing, entertainment, food and drink stalls and a commemorative service at the War Memorial, The event will be from 12-4pm. Lawford Parish Council cannot join the event currently. Volunteers are needed. The procession will start from the Market. The Council noted the details about the event on Manningtree Town Council's Facebook page and asked that Mistley Parish Council be included within the item. The Council noted that the local Royal British Legion and the Manningtree District Business Chamber are assisting with organising the celebrations. Councillor Peacock will liaise with the Mistley Village Hall Management Committee regarding the hire of chairs and tables. She stipulated that any hire would be on the condition that there is no damage to the equipment and also that if agreed, it will be returned in good and clean condition. It was agreed following the vote that Councillor Chaplin will continue to be the lead contact on behalf of Mistley Parish Council. The Clerk will provide an update to Town Councillor Taylor at Manningtree Town Council.
  - c) **Tendring Association of Local Councils Meeting** – Councillor Chaplin attended this Meeting. She advised that the Meeting was well represented and that Parish, District and Councillor C Guglielmi gave an interesting presentation. The next Meeting will receive a presentation from the new CEO of EALC (Essex Association of Local Councils).

*Councillor Kent left the Meeting at this point*

12. **Clerk and RFO (Responsible Financial Officer) Matters**
  - a) **Schedule of Accounts for Payment** – The schedule of accounts was received and considered. It was proposed by Councillor Nutter seconded by Councillor Burton and agreed following the vote, (Councillors Howell and Peacock abstained from the vote), that the accounts in the sum of £3,671.04 be paid. (Copy in Minute Book).

- b) Section 137 Grants – Following a discussion, it was considered and agreed following the vote (proposed by Councillor Nutter and seconded by Councillor Howell), that Mistley Swans receive a grant of £400 for this financial year. The fund raising events organised by Mistley Swans were noted. The Rugby Club (Furze Hill work) grant request was deferred.

*Mr Horlock the Volunteer Tree Warden left the Meeting at this point*

- c) Finance Committee Meeting – 6<sup>th</sup> December 2019 – The Council received and considered the Minutes from this Meeting and the recommendations including: deferring the Grounds Maintenance Tender decision until the 20<sup>th</sup> January 2020, the increases for Leases, Contracts, and Charges, that the Cemetery Fees will be entitled Mistley and Manningtree, the increases in Cemetery Fees, that the Cemetery Committee will be disbanded and dealt with by the Finance Committee, the increases in Allotment rents and that Allotment agreements will be for Mistley residents only due to the high demand. Following the vote, proposed by Councillor Howell, seconded by Councillor Nutter, it was agreed to accept the said recommendations.
- d) **PRECEPT AND BUDGET 2020/2021** - The Parish Council received and considered the suggested Precept and Budget recommendations from the Finance Committee Meeting held on the 6<sup>th</sup> December 2019. It was proposed by Councillor Howell, seconded by Councillor Nutter and agreed/**RESOLVED** unanimously following the vote, that the **PRECEPT** request for the 1<sup>st</sup> April 2020 – 31<sup>st</sup> March 2021 will be £76,000.00.
- e) Finance Matters – There were no urgent matters.
13. **Correspondence** –
- a) Friends of Historic Essex Newsletter – The details were received and noted.
- b) Tendring District Council – Martyn Knappett – Deputy Chief Executive retiring. This was noted.
- c) Other Correspondence – No new correspondence was received.
14. **Co-option of Parish Councillor Applications** – Councillors noted that no formal applications have been received at the present time.
15. **Mistley Rugby Club** – The Clerk advised that there were no further updates.
16. **Councillor and Clerk Generic Emails** – The Council noted that the Council's ICT contractor has confirmed that the new generic email accounts can be added to any PC, Laptop. Phone or Tablet (including i-pads and i-phones), using standard impap settings. A discussion ensued. Following the vote, it was agreed that Councillors Cambridge and Nutter will meet with the ICT contractor to discuss further and report back to the next Meeting.
17. **Dog Byelaws** – The Council received the letter from Mistley RUFC dated the 16<sup>th</sup> December 2019 and it noted the issues encountered by the Club relating to dog fouling at Furze Hill and on the pitches. The draft signage compiled by Councillor Cambridge was received and noted. Councillors Chaplin and Cambridge provided an update on the issues encountered when challenging people who have not been abiding by the dog byelaws and by not keeping their dogs on leads. It was agreed following the vote that Councillors Burton, Cambridge and Chaplin will form a working group to consider the proposed wording for appropriate and clearer signage and report back to the next Meeting. The Clerk will circulate the current dog byelaws to the group.
18. **Dates of Next Meetings** – The following were noted.
- Full Parish Council Meeting – Monday 20<sup>th</sup> January 2020 at 7.30pm in the Village Hall.
  - Planning Committee – Thursday 9<sup>th</sup> January 2020 at 7.30pm in the Village Hall.
  - Welcome Home Trustee Meeting – Friday 24<sup>th</sup> January 2020 at 6pm at the Chairman of the Council's House.

*There being no other business, the Chairman closed the Meeting at 9.05pm.*

Signed .....

Chairman

Date .....