



# MISTLEY PARISH COUNCIL

## Minutes of the full Parish Council Meeting held on 24<sup>th</sup> June 2019 in the Village Hall, Shrubland Road at 7.30pm

### **Councillors Present:**

Councillor C Howell (*Chairman of the Council*)  
Councillors J Chaplin (*Vice Chairman*)  
Councillor J Cambridge  
Councillor Carter  
Councillor R Frost  
Councillor F Kent ??  
Councillor P Nutter  
Councillor Peacock  
Councillor H Turner

### **In Attendance:**

Mr A Lee – Locum/Temporary Clerk  
District Councillor A Coley ?  
District and County Councillor C Guglielmi  
?? Members of the Public were present.

1. **Welcome and Apologies for Absence** – The Chairman welcomed everybody to the Meeting. Apologies for absence were received from ??
  
2. **Declaration of Acceptance of Office** – *The Meeting' was adjourned for a short period to facilitate newly co-opted Councillors to complete and sign their respective Declaration of Acceptance of Office forms.*
  
3. **Declarations of Interest and Register of Interests** – There were no declarations of interest at this point?. The Chairman reminded all Councillors that if they have not already done so, they need to complete, sign and submit their respective Register of Interests as required by the Monitoring Officer of the District Council.
  
4. **Appointment of Councillor/s Representative/s**
  - a) **EALC – (Essex Association of Local Councils)** – It was agreed following the vote that Councillor ? will fill this role for the ensuing year. (Deferred from the last Meeting).
  - b) **Manningtree District Business Chamber** – It was agreed following the vote that Councillor ? will fill this role for the ensuing year.
  
5. **Public Voice** – One Member of the Public spoke about ?? Another Member of the Public raised concerns about ?
  
6. **District and County Councillors Reports** – The written reports were received and noted. District and County Councillor Guglielmi spoke about ??
  
7. **Minutes of the last full (Annual) Parish Council Meeting held on the 20<sup>th</sup> May 2019** – These were received, considered and approved following the vote.?? (Copy in Minute Book)
8. **Update/Matters Arising from Previous Minutes held on the 20<sup>th</sup> May 2019** – There were no updates or matters arising. ??

9. **Councillors & Clerk to Report on External Meetings Attended** – Brief verbal updates were received as follows:
- a) Local Emergency Plan Meeting – 5<sup>th</sup> June 2019 – Councillor Cambridge advised Councillors that ??
  - b) \* Library Meeting – 13<sup>th</sup> June 2019 – Councillor Chaplin – Vice Chairman advised Councillors that ?
  - c) University of Essex Annual Meeting and Summer Reception – 21<sup>st</sup> June 2019 – Councillor Chaplin – Vice Chairman and Councillor Cambridge reported on an informative and enjoyable event. They advised that ??
  - d) Any Other Meetings Attended if updates relevant – No other Meetings were attended. ??

10. **Clerk and RFO (Responsible Financial Officer) Matters**

- a) Schedule of Accounts for Payment – The schedule of accounts was received, considered and agreed in the sum of £ ? (Copy in Minute Book).
- b) Furze Hill Fencing/Wire Netting – Councillors noted that the previous Chairman has been in discussions regarding widening the side of the Village Hall path in order to facilitate widening the path for access to the new rugby clubhouse and so this wire fencing repair may not be necessary as yet. Councillors are also aware that the wire fencing near to the bin up to the lamppost will be reinstated by the developer when work has been completed.
- c) Insurance Claim – Street Lighting – Councillors noted that the Council's insurer has appointed solicitors to recover its expenditure/pay out to the Parish Council from the third party.
- d) Essex County Council Highways – Salt Bag Partnership Scheme for Winter 2019-2020 – The Council noted that Councillor Cambridge has made some enquires regarding storage of the one tonne wrapped pallet made up of individual 25k bags for use by the community on the local highway. Following the vote it was agreed to ?
- e) Policy on Grant Approval (Section 137, Section 142 and Section 138B) – This was received, considered and agreed following the vote. ?
- f) Website Accessibility Review and Policy – Councillors noted that the Clerk has carried out an audit of the Website which needs to be compliant by September 2019 following new legislation. Advice has been received from EALC (Essex Association of Local Councils) and NALC (National Association of Local Councils). It was noted that the accessibility requirement is to do with the information, as opposed to who owns the website or the platform. The Website Accessibility Statement was received, considered and agreed/adopted following the vote?
- g) BMX Bike Track – Mr Rayner presented details regarding a proposed project in place of the previous skate park ramp. A discussed ensued. Following the vote, it was agreed to ?
- h) Bespoke Councillor Training – Details of suitable training were noted. Following the vote, it was agreed to ask the Clerk to liaise with EALC (Essex Association of Local Councils) and agree a mutually agreeable be-spoke training session oneither Monday 8<sup>th</sup> July or Monday 15<sup>th</sup> July 2019 at 7pm in the Village Hall. ?
- i) Mistley Village Hall – Councillors received and considered various maintenance works in accordance with the Parish Council's responsibilities for the fabric of the building. Quotations for the replacement of the rotten fire door were received and considered. Other prices were received in respect of ??? Following the vote, it was agreed to ??
- j) The Localism Act 2011 (General Power of Competence) – Councillors noted that The Localism Act 2011 replaced the power of wellbeing with regard to the General Power of Competence. It was noted that this legislation will give the Parish Council wider powers to deliver more for the community. The Parish Council is not now however, eligible as there are not at least two thirds of the total numbers of Councillors who have been elected, (i.e. not co-opted), and so this matter will need to be considered again in 4 years time after the next elections.
- k) Council's Bankers & Additional Councillor Signatory – The Chairman provided an update regarding the problems incurred with the Council's bankers. Following the vote, it was agreed that Councillor Cambridge be added as an additional Councillor bank signatory. ??
- l) Finance Matters – There were no urgent matters. ?

11. **Correspondence** – To note/agree the following:

- a) Essex Heritage Trust News 2019 – This brochure was received and noted.
  - b) Essex County Council Highways – Member-led Footpath Repair Programme 2019-2020 – A discussion ensued about additional site suggestions. ? Following the vote it was agreed to ?
  - c) Rural Community Council of Essex – This brochure was received and noted.
  - d) The Parish Paths Partnership Scheme (P3) – These details were received and noted. It was agreed following the vote to join this worthwhile scheme where the aims and benefits, including training were noted. The Volunteer Footpath Warden is aware of the scheme.
  - e) The Woodland Trust – Tree of the Year National Competition – 2019 – Councillors were delighted to note that a member of the public has entered “Old Knobbly” into this. Awards and grants are available for the winning trees and runner-ups.
  - f) Trinity Road HGV’s – Councillors noted the issues with HGV vehicles in this area. They noted that the Clerk has advised Essex County Council Highways, our County Councillor and Essex Constabulary about these matters following receipt of correspondence from a concerned local resident. ? The Clerk advised that Essex County Highways will be reinstating the damaged signage at this point before looking into the provision of additional signage.
  - g) Environment Agency – Councillors received and noted the details of the consultation of the National Flood and Coastal Erosion Risk Management Strategy for England which runs until the 4<sup>th</sup> July 2019. Following the vote it was agreed to ?
  - h) Cemetery Committee – Councillors considered and agreed the recommendations of the Cemetery Committee following the request received from Pastor Gavis Phillingham? Following the vote, it was agreed to allow the grassed area to be mowed and for various events to take place. ?
  - i) Friends of Historic Essex Spring 2019 Newsletter – Councillors received and noted the Spring 2019 Newsletter via email.
  - j) 75<sup>th</sup> Anniversary of VE Day weekend of 8<sup>th</sup> May 2019 – Councillors received and considered the request received from Lawford Parish Council to join and commemorate this event. Also the Frankenberg Partnership who are celebrating 50 years of their partnership at the end of 2020. A discussion ensued. Following the vote, it was agreed that the Council would wish to partake in these events. ?
  - k) Resignations – Councillors received and noted the letters from Councillors Burton and Norman tendering their respective resignations due to current personal commitments. The Council was very sorry to hear this news and thanked Councillors Burton and Norman for their work. Councillors were however, pleased to note that Councillor Burton will still remain on the Cemetery Committee and on the Mistley Village Hall Management Committee.
  - l) Manningtree Town Council – Donation of Silver Birch Tree – Councillors considered the kind offer of a sapling donation from Manningtree Town Council as received from HM the Queen’s Estate via District Councillor Coley. Following the vote, it was agreed to accept the offer of the Silver Birch sapling, where the preferred site to plant this is ??Furze Hill Wood ??
12. **Manningtree Town Council Request -Community Governance Review** – The new Council considered this matter following on from the Parish Council Meeting on the 11<sup>th</sup> March 2019. The Parish Council is being asked if it wishes to conduct a Community Governance Review (in terms of a potential amalgamation of the three parishes of Lawford, Mistley and Manningtree). A discussion ensued. It was proposed by Councillor ?, seconded by Councillor ? and agreed following the vote, that the Parish Council is opposed to being amalgamated with Lawford Parish Council and Manningtree Town Council and that it considers that ?
  13. **Co-option of Parish Councillor** – Councillors received and noted the legal Notice of Vacancy in Office of a Councillor and the dates of the said notice.
  14. **Co-option Application** – Councillors received and noted the resume received for the co-option for consideration at the next Parish Council Meeting and after the notice period. It was agreed following the vote that a meeting be set up with the applicant and the Chairman and Vice Chairman of the Council ??
  15. **Dates of Next Meetings** – The following were noted.
    - Full Parish Council Meeting – Monday 22<sup>nd</sup> July 2019 7.30pm in the Village Hall. Planning Committee – Thursday 18<sup>th</sup> July 2019 7.30pm.

16. **Resolution to Exclude the Public and the Press** – The Public Bodies (Admission to Meetings Act 1960) and the Local Government Act 1972 ss 100 and 102. The Council considered and agreed following the vote, to exclude the Public (the Press were not present), since publicity would legally prejudice commercial sensitivity and confidentiality.
17. **Confidential Minutes of the full (Annual) Parish Council Meeting held on the 20<sup>th</sup> May 2019**  
– The Council is asked to receive, consider and agree these Confidential Minutes.
18. **Update/Matters Arising' from the Confidential full (Annual) Parish Council Minutes held on the 20<sup>th</sup> May 2019** – The Council is asked to receive and note any updates/matters arising.
19. **Lawford, Manningtree and Mistley Emergency Plan** – The Council is asked to consider and agree Volunteers.
20. **Staffing** – The Council is asked to receive an update and confirmation from the Mistley Village Hall Management Committee.
21. **\*Library Meeting – 13<sup>th</sup> June 2019** – The Council is asked to consider and agree any *further* matters which are considered to be commercially sensitive or confidential.

*There being no further business this part of the Meeting closed to facilitate the closed/confidential session.*

Signed .....Chairman                      Date .....