Parish Council Meeting of Mistley Parish Council to be held on Monday 2nd November 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 2nd November 2026 at 7.30pm at Mistley Village Hall.

Yours sincerely



Susan Clements (Assoc. CIPD) *CILCA (FSLCC)* - Parish Clerk
23rd October 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, per subject and no more than 15 minutes for the entire public voice session.*
4. **District and County Councillors Reports –** To note written reports and to clarify any points from the said reports. (Already received from District Councillors. No report from County Councillor).
5. **Minutes of the Parish Council Meeting held on the 21st September 2026–** To receive, consider and approve. Council Minutes | Mistley Parish Council
6. **Update/Matters Arising from the Parish Council Meeting Minutes held on the 21st September 2026 –** To receive and note any updates.
7. **Councillors Reports on Working Group Meetings/Other Meetings/site Meetings Attended –** To receive brief updates and agree any matters.
   a) Allotment Working Group - (Councillors Chaplin, Coiley, and Leveridge).
   b) Grounds & Tree Maintenance Working Group – (Councillors Leveridge and Nutter with other Councillors/Residents/Other Volunteers).
      - *Furze Hill Play Area – To receive an update on minor repairs in accordance with the recent professional play area safety inspection report.
   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) *Section 106 Developer Financial Contribution - Open Space & Play – Tendring District Council – To receive any updates regarding obtaining quotations for submission to the Section 106 Officer and agree how to recommend spending the play area amount of £4516.94 at Furze Hill.
   g) Other Meetings/Site Meetings – To receive a brief update and consider any matters.
8. **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. (To follow).
   b) Bank Reconciliations – September 2026 – To receive and agree. (Attached).
   c) Quarter 2 Finance Report – To note. (Already received).
   d) Trinity Road Cemetery Boundary Wall to Trinity Place – To receive any updates and consider further.
   e) Suffolk Accident Rescue Service – To receive an update regarding assistance to Mistley residents and to consider the grant request. (Details already received).
   f) Bus Shelter, Harwich Road – To receive an update and consider quotation/s for vandalism repairs. (Attached).
   g) Manningtree and District Rotary Club - Christmas Market - Saturday 5th December 2026 – To consider the grant/donation request. (Details already received).

h) Knobbley – To receive further details about the type of wood for the fencing and to agree the next steps following the last meeting, including reviewing the quotations received again. (Details already received).

i) Precept – To note receipt of the second instalment - £47,391.00.

9. Correspondence – To consider and agree the following:

a) Car Park – To reaffirm the arrangements for users regarding the barrier gate being closed and locked. (Details already received).

b) Mistley Rugby Club – To consider the request for bore hole drilling at Furze Hill re issues with the pitches.

c) The Walls – Vendors – To consider the request for tables and chairs to remain during the winter months. (Details already received).

10. Stourview Academy – To receive/consider any updates.

11. The Green – Memorial Seat – To reconsider the location and agree the options for the concrete plinth.

12. Dates of Next Meetings –

- Finance Committee Meeting (Sealed Bids -Cemetery & Closed Churchyards Contract & Budget preparation)– Monday 9th November 2026 at 6.30pm – Mistley Village Hall.
- Finance Committee Meeting (Budget and Precept) - Monday 16th November 2026 at 6.30pm – Mistley Village Hall.
- Planning Committee Meeting – Monday 14th December 2026 at 7pm – Mistley Village Hall.
- Parish Council Meeting – Monday 14th December 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 21st September 2026 – To receive, consider and approve the Minutes. (Minutes attached – Councillors only).

15. Update/Matters Arising from Confidential Minutes held on the 21st September 2026 – To receive and note any updates.

16. Parish Council/Village Assets – The Council is asked to receive updates and consider any matters further.