

Present: Cllrs Barwick, Cook, Scott, Young

In the Chair: Cllr Smith

Clerk: Michelle Curtis

Also present: District Councillor Thompson
Steve Hammond – Wickford Development Company
Melville Dunbar – Melville Dunbar Associates
19 members of the public

1. Welcome

The Chairman welcomed everyone to the meeting.

It was agreed to move to item **5** next on the agenda.

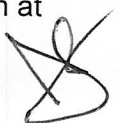
5. Public Forum

Mr Hammond, the applicant for the planning application FUL/MAL/18/00595, stated that the comments raised at the public meeting held on 18th June 2018 had been taken on board and responded to some of the comments that had been made.

Melville Dunbar, agent for the planning application FUL/MAL/18/00595, stated that if the application was refused at Maldon District Council (MDC), it would go to appeal and suggested that the Parish Council may wish to consider what conditions they may like attached to the proposal should it be granted i.e. Village Hall contribution, social/affordable housing.

The following concerns and suggestions were made by the residents present at the meeting:

- If the Parish Council resolve to refusal the application, they should find genuine reasons.
- Traffic – Essex County Council (ECC) are consulted over issues and it was suggested that County Councillor Mark Durham and Cabinet Member Kevin Bentley are made aware of the proposed application and they ensure that ECC respond to the consultation.
The Chairman advised Cllr Durham had been made aware of the proposal.
- The Parish Council should consider engaging a professional consultant should the application go to appeal.
- Consideration needs to be give to the term affordable housing. If social housing is provided, it will probably not mean properties for residents of Tolleshunt D'Arcy.
- Traffic – the proposal is opposite the bus stop and near to the local primary school which is very dangerous for the children. The area is very busy especially around school 'drop-off' and 'pick-up' times.
- There is already an issue with parking in the village and additional houses will increase the problem.
- The area is one of the only woodland areas in the village and it would be a shame to cut down it and dispose of it.
- The planning notices had been removed and new signs have gone up with an extended consultation date, 13th July 2018. This is very confusing for residents as they may miss the deadline which was originally 27th June 2018.
The Chairman suggested that residents respond to the original deadline.
Melville Dunbar stated, as applicants, they had no objection to the extended consultation period.
- 72 people attended the public meeting with only 2 people in favour of the proposal. It is hoped the Parish Council will take on board the views of the Parish.
- The Parish Council were praised for arranging the public meeting for the application at such short notice.



Steve Hammond and Melville Dunbar left the meeting at 7.52pm.

2. Apologies for Absence

There were apologies for absence from Cllrs Henderson and Munson.

There were also apologies for absence from District Councillor Bamford.

3. Declarations of Interest

There were no declarations of interest declared.

It was agreed to move to item **7a**, planning application FUL/MAL/18/00595, next on the agenda.

7. Planning

a) Planning Applications and Decisions

Members had a general discussion regarding the proposal and took into account the comments made by the members of the public.

– FUL/MAL/18/00595

Erect 23 dwellings and associated access road, parking, public open space and landscaping

Land Adjacent 86 Tollesbury Road, Tolleshunt D'Arcy

Resolved: to recommend refusal of this application on the following grounds:

- Heritage/historical value – It is an integral part of the village
- Unsustainability issues
- Traffic Issues
- Concern regarding infrastructure
- Ecological aspect – wildlife/trees

Action: Clerk to draft a response to MDC and to circulate to Councillors for comment before submission to MDC.

The Parish Council agreed that they would not like to consider conditions at this stage and it may be necessary to seek a professional consultant should the application go to appeal.

Cllr Young left the meeting at 8.07pm.

4. District Councillors

There were no comments from District Councillors Thompson.

6. Minutes of the Meetings held on 22nd May 2018

Resolved: that the minutes of the Parish Council meeting on 22nd May 2018 be approved as a true account of the proceedings of the meeting. The Chairman signed the minutes. Unanimously agreed.

7. Planning

a) Planning Applications and Decisions

Applications:

– HOUSE/MAL/18/00722 and LBC/MAL/18/00723 PP-070466924

Replacement of glass roof over conservatory with natural slate tiles and minor internal alterations

Maypole House, North Street, Tolleshunt D'Arcy

Resolved: to recommend approval of this application. Unanimously agreed.

Appeals:

- None received.



The following decisions made by Maldon District Council were noted:

- WTPO/MAL/18/00449 – Darcy House, 1 South Street – Approved
- HOUSE/MAL/18/00365 – Williams Farm, Grove Farm Road – Refused
- HOUSE/MAL/18/00525 – 9 Kelvedon Road - Refused

b) Parish Trigger

Cllr Barwick gave an update on the meeting she had attended at Maldon Town Council regarding the removal of the Parish Trigger and plans now being paperless.

At the meeting it was agreed to write to MDC collectively to raise the concerns of the Parishes. It was also agreed to do a press release and contact local MPs.

8. Finance

a) Monthly Financial Report

The Financial Report was received and noted.

The forecast working balance as at 26/06/18 was £37,604.26.

The Clerk reported a payment of £40 had been received from Bright & Sons in relation to the Gift of the Car Park Land, Elmfield House. The Clerk advised she had emailed the land owners for an update but had not yet received a reply.

Action: To be included on the agenda for the next meeting for Clerk to provide an update.

The Chairman signed the reports.

b) Payments

The items for payment totalling £1,770.81 were presented for approval.

Resolved: to approve payments. Unanimously agreed.

9. Accounting System

Resolved: to accept the quotation from Rialtas Business Solutions for new accounting software. The cost is £341 + VAT (including 1st year support). Annual support fee which is currently £119 per annum. Unanimously agreed.

10. Community Protection Officers (CPOs)

The Chairman advised that £500 had been set aside in the 2018/19 budget to trial the services of the CPOs. The Chairman advised the CPOs deal with dog fouling, litter, parking offences, speeding, litter and anti-social behaviour.

Resolved: to enter into a Service Level Agreement (SLA) with the MDC CPOs to provide an hour's service per month.

Action: Clerk to liaise with the CPOs to arrange the SLA and arrange the first patrols for speeding in Tollesbury Road.

11. Action Plan 2018/19

Resolved: to agree to the Action Plan for 2018/19 as follows:

1. Commence the refurbishment programme for the village hall.
Stage 1 demolish and rebuild the original wooden framed structure.
Transfer the charity back to independent trustees
2. Quality Award Status
Achieve the Quality Award of the Local Council Award Scheme
3. Refurbish the Burial Ground
Review layout plans
Produce a long-term plan
4. Accounting Package
To adopt an accredited accounting package.

5. Telephone Kiosk Refurbishment
To install a second defibrillator
6. Newsletter
To consider introducing a Parish newsletter
7. Parish Walking Map
To produce a Parish Walking Map
8. Pavilion
To prepare the Pavilion to be used whilst the Village Hall is undergoing major works.

Action: Clerk to speak to the Editor of the Tollesbury Parish Magazine to see if Tolleshunt D'Arcy would be able to be included in the magazine.

12. Training

There were no requests from Councillors or the Clerk to attend training courses.

The Clerk advised at the last meeting Councillors were made aware that the EALC run bespoke training sessions for Parish Councils. The Clerk had made further enquiries and the EALC run courses for 2-hour training sessions for £260 + mileage and not free of charge as previously suggested.

13. Wi-Fi

Resolved: to put the provision of Wi-Fi on hold until the completion of the Village Hall building/refurbishment works. Unanimously agreed.

14. Community Fire Safety Event

Resolved: that the Parish Council would pay for the hire of the Village Hall for the Community Fire Safety Event which was held on 29th May 2018. Unanimously agreed.

It was reported via social media that the attendance to the event was low and residents felt that the event was not well publicised. It had been suggested that an event in the early evening would be more suitable.

Councillors were very supportive of such an event for the village and suggested a further event.
Action: Clerk to liaise with the Fire Service to re-arrange an event in the future.

15. Police

Police Reports

The Police reports were received and noted. There were 4 incidents reported for Tolleshunt D'Arcy (2 business burglaries, 1 theft of a motor vehicle and a theft of personal belongings).

16. Administration

Festival Gardens – All the grassed areas had now been cut.

Planters – The Clerk advised following the last meeting she had contracted the insurers as instructed and had emailed them correspondence received from the resident. This will be held on record by the insurers.

Lime Trees and Overgrown Vegetation – The Clerk advised the MDC Highways Rangers had cut back the lime trees and overgrown vegetation in Tollesbury Road.

17. Working Group Reports

a) Burial Ground

i) Burial Group Working Group

Cllr Scott reported that Cllr Henderson and himself had had an onsite meeting to review the Burial Ground.

- The grass cutting had not been up to the required standard and the Clerk had requested a copy of the grass cutting contract from MDC.
- It was suggested that rather than pay for just the grass cutting contract, a Burial Ground Contractor could be employed for the general upkeep of the area.
- There is an issue with vehicles parking at the layby near the entrance gates to the Burial Ground. A large vehicle is usually parked there over the weekends.
Resolved: to purchase a sign up to the value of £15.00 indicating parking for users of the Burial Ground only. Working Group to agree wording.
- The gates had now been painted and Cllrs Henderson and Scott would paint the fence at the soil area.

ii) Memorial Bench

Resolved: to purchase a memorial bench in memory of the late Jack Birkin costing £444 plus VAT from Marmax Products.

Action: Burial Ground Working Group to agree a position in the Burial Ground for the bench.

b) Recreation Ground

i) Monthly Inspection Report

The Chairman advised that he was yet to carry out the Monthly Inspection for June but would endeavour to carry it out by the end of the month.

ii) Recreation Ground Working Group

Cllrs Munson and Young were not present at the meeting to give a report.

c) Highways Matters

Cllr Cook advised that it had been brought to her attention that there were two large holes on the edge of the carriageway as you drive out of Tolleshunt D'Arcy towards Goldhanger. Cllr Cook had reported these to Essex County Council Highways.

Cllr Scott advised that there was a faulty streetlight in Festival Gardens. He had reported this to the Parish Clerk and the streetlight had now been repaired.

d) Website/Facebook Updates

The Clerk advised she continues to update the website and Facebook page regularly.

18. Community Concerns – Information Exchange/Next Agenda Items

Items for the next agenda:

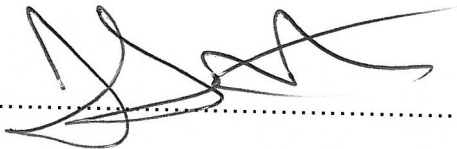
- Benches/Shading – Recreation Ground
- Presentation from the Church for request for funding towards the frame of the church bell frame.
- Gift of the Car Park Land, Elmfield House

19. Date of the next Meeting

The next Parish Council meetings will be held on:

Tuesday 31st July 2018 – Full Council Meeting – 7.30pm

The Chairman closed the meeting at 8.59pm.

Signed.....


Date: 31 July 2018