

**Present:** Cllrs Barwick, Cook, Henderson, Munson, Scott, Young

**In the Chair:** Cllr Smith

**Clerk:** Michelle Curtis

**Also present:** District Councillors Bamford and Thompson  
5 members of the public

**1. Welcome**

The Chairman welcomed everyone to the meeting.

**2. Apologies for Absence**

All Members were present.

**3. Declarations of Interest**

There were no declarations of interest disclosed.

**4. District Councillors**

District Councillor Bamford reported:

- The District Councillors would be extending the Saturday Morning Surgeries to Tollesbury and Tolleshunt Major. The surgeries will be held on the first Saturday of each month as follows:  
Tollesbury – 11am in the Lighthouse, East Street  
Tolleshunt D'Arcy – 12pm in the Queens Head  
Tolleshunt Major – 1.00pm in The Bell

**5. Public Forum**

A resident advised that he lived next door to No. 2 The Elms, which had a Planning Application for a single storey rear extension, whilst he had no objection to the Planning Application, he would like to request that a Party Wall Agreement is put in place should the Application be approved.

A resident advised she would like to hear further information on agenda item 12 Loneliness and why this is being discussed by the Parish Council. There are already events in place including those organised by the 4T's project which had been a success and had recently won an award.

**6. Minutes**

**6.1 Minutes 25<sup>th</sup> September 2018**

**Resolved:** that the Minutes of the Parish Council Meeting on 25<sup>th</sup> September 2018 be approved as a true record of the meeting. The Chairman signed the Minutes. Unanimously agreed.

**6.2 Minutes 4<sup>th</sup> October 2018**

**Resolved:** that the Minutes of the Parish Council Meeting on 4<sup>th</sup> October 2018 be approved as a true record of the meeting. The Chairman signed the Minutes. Unanimously agreed.

**7. Finance**

**7.1 Monthly Financial Report**

The Financial Report were presented to the Council.

Councillors received the following monthly financial reports:

Bank Reconciliation – Closing balance of £30,462.53 as at 30<sup>th</sup> September 2018

Expenditure to date – Budget £22,423 – Actual £12,285

Income to date (including Precept (£19,223) £22,423 – Actual £19,959

Earmarked Funds – Closing Balance - £1,642.11



The Clerk advised the forecast working budget as of today is £31,842.94.

The Chairman signed the Report.

## 7.2 Payments

Items for payment totalling £756.19 were presented for approval.

**Resolved:** to approve payments. Unanimously agreed.

## 8. Planning Planning Applications and Decisions

Applications:

- HOUSE/MAL/18/01186  
Erection of single storey rear extension  
2 The Elms, Tollesbury Road, Tolleshunt D'Arcy  
**Resolved:** to recommend approval of the Application and to note the request for a Party Wall Agreement with No.1 The Elms. Unanimously agreed.
- MLA/MAL/18/01193  
Application for a modification to the existing Section 106 legal agreement executed under planning application 93/00215/FULF.  
Bridge Farm, Colchester Road, Maldon  
**Resolved:** to have no objection to this Application. Unanimously agreed.
- HOUSE/MAL/8/01283 PP-07370129  
Proposed two storey front extension and single storey side extension. Revision to approval reference HOUSE/MAL/17/01342  
Greengates, Tudwick Road, Tiptree  
**Resolved:** to recommend approval of this Application. Unanimously agreed.
- TCA/MAL/18/01050  
Evergreen Trees – Pollard 1/3 of their height and all branches overhanging to be cut back by 2m  
Footpath Leading from Church Street to Festival Gardens, Tolleshunt D'Arcy  
**Resolved:** to recommend approval of this Application but to request that the trees are pollarded and not removed. Unanimously agreed.
- TCA/MAL/18/01282  
Cherry Tree – Fell  
The Studio, 33 Church Street, Tolleshunt D'Arcy  
**Resolved:** to recommend approval of this Application. Unanimously agreed.

Appeals:

- None received.

Planning decisions received from Maldon District Council:

- TCA/MAL/18/01043 – Corner of Church Street to Vicarage Close – Approved
- TCA/MAL/18/01128 – Corner of Church Street to Margery Allingham Place – Approved
- HOUSE/MAL/18/01027 – Williams Farm, Grove Farm Road – Approved
- FUL/MAL/18/00861 – Land Adjacent to 41 D'Arcy Way – Approved
- TCA/MAL/18/01149 – The Old Bakery, 11 North Street – Approved
- FUL/MAL/18/00792 – Oakview Cottage, 19B Festival Gardens - Approved
- LDE/MAL/18/00834 – Oakview Cottage, 19B Festival Gardens - Approved

Planning decisions from the Planning Inspectorate:

- Appeal Ref: App/X155/W/18/31978 – Planning Application No: FUL/MAL/18/01417 -  
Tudwick Farm, Tudwick Road – Appeal Dismissed

It was agreed to move to agenda item **12** next.

## 12. Loneliness

Cllr Young reported she had recently attended a Conference on Loneliness and one thing she had found interesting was the fact that lonely people tend to make more appointments to see their Doctors. Loneliness had previously been discussed by the Parish Council but was not progressed other than the 4Ts initiative. Cllr Young stated that she appreciated there were already things in place in the Parish but felt more could be done.

Cllr Young proposed that weekly coffee mornings are held in the Doctors Surgeries (Tollesbury and Tiptree), as it would be an opportunity to try to engage with the lonely people attending there. Cllr Young suggested that the Parish Council could fund the coffee mornings.

**Action:** Clerk to find out if the Parish Council can spend their funds in another Parish.

**Action:** Cllr Young to make enquiries with the Doctors' Surgeries in Tollesbury and Tiptree to see if this is an option.

## 9. Defibrillator

### 9.1 Information

Information and a quotation for a new defibrillator had been circulated to Councillors.

The suggested defibrillator, case, annual support and carriage would cost £2,410 + VAT.

It was also suggested to have a third defibrillator in Festival Gardens.

**Action:** Cllr Young to forward defibrillator comparisons for the Clerk to circulate to Councillors.

**Action:** Clerk to obtain quotations of other models for consideration at the next meeting.

### 9.2 Funding

Cllr Young reported that the gentleman who had previously agreed to contribute towards a new defibrillator was no longer able to do so.

**Action:** Cllr Barwick to investigate supermarket funding facilities. Cllr Young to investigate Grant possibilities.

## 10. Training

### 10.1 Training Policy

A review of the Training Policy was carried out.

**Action:** Cllr Barwick to reword the document to make it more relevant to Councillors not just staff.

**Action:** Once the proposed amendments have been made by Cllr Barwick, the Clerk will circulate them to Councillors.

### 10.2 Clerk/Councillor Training

There were no training requests.

## 11. Car Park – Recreation Ground

The Clerk reported she had received an email from the landowners to advise that they would like to update the Council on any developments in person.

**Action:** Clerk to seek an update for the next meeting.

**Action:** Clerk to clarify decision on the Planning Application and S106 Agreement as suggested by Cllr Munson.

## 13. Parking

Councillors raised concerns regarding parking in the Parish. The main problem areas were the junction of Chapel Road/North Road, outside the Parish Council Noticeboard, Festival Gardens and around the Maypole.

It was agreed to initially put a notice on the cars which were parking dangerously/inconsiderately. This will be reviewed and if there are no improvements alternative measures may need to be considered.

**Action:** Clerk to draft a letter for Councillors to place on such vehicles.

## 14. Speeding

It was agreed to enter into a Service Level Agreement with the Maldon District Council Community Protection Officers for 1 hour per month.

**Action:** Clerk to request that TruCam is used in Tollesbury Road to detect speeding motorist.

**15. Village of the Year**

It was agreed to reconsider entering the Village of the Year once the competition opens and more information is available i.e. criteria etc.

**16. D'Arcy Way**

The letter from a resident requesting signage/road marking in D'Arcy Way was received and noted.

It was agreed to apply to the Local Highways Panel to request that a sign be installed at the entrance of D'Arcy Way to read "NO THROUGH ROAD".

**17. Police**

**Police Reports**

The Police reports were received and noted.

**18. Administration**

**Bradwell B** – The Clerk advised that the Bradwell B Project Team had asked if the Parish Council would be interested in meeting to receive an update on the project.

The Parish Council did not wish to receive an update at this stage.

**19. Working Group Reports**

**19.1 Burial Ground**

**19.1.1 Working Group Report – Cllrs Henderson and Scott**

Cllr Henderson reported that she had tidied up the Burial Ground and had purchased new watering cans and secateurs. Maldon District Council had recently sprayed the weeds on the path and they were dying.

**Action:** Clerk to find out when Maldon District Council will be carrying out the rest of the work in the Burial Ground.

**19.2 Recreation Ground**

**19.2.1 Monthly Inspection Report**

No inspection was made this month but a visit to rectify reported hazards had been made.

**19.2.2 Working Group Report – Cllrs Munson and Young**

**Action:** Cllr Munson to contact Martin Smith again regarding the work required to the Pavilion.

**Action:** Cllr Munson to obtain a quotation from Bonz to remove the dead trees.

**Action:** Cllr Munson to check the heaters in the Pavilion.

**19.3 Highway/Footpaths**

**19.3.1 Working Group Report – Cllr Cook**

Cllr Cook reported she had received an email from Essex County Council regarding the proposed Footpath Diversions.

**Action:** Clerk to write to Essex County Council to confirm that the Parish Council still object to the proposed changes.

**19.4 Website / Facebook Updates**

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

**20. Community Concerns – Information Exchange/Next Agenda Items**

Cllr Young reported the following:



- The telephone kiosk needs someone to monitor it as it was looking untidy, i.e. post-it notes on the floor, bags of books being left inside.  
It was understood the volunteers' parents were monitoring the telephone kiosk.  
**Action:** Clerk to put a notepad in the telephone kiosk for people to leave comments/suggestion rather than using post-it notes.
- The soldier silhouette at the Maypole was looking untidy, people had attached poppies etc. to the figure. It was confirmed the silhouette was the property of MDC who had invited the public to decorate it.  
**Action:** Chairman to look into.

Items for the next agenda:

- Training Policy
- Defibrillator

**21. Performance**

Cllr Young stated that she had attended the recent Fire Event.  
Cllrs Henderson, Barwick and District Councillor Thompson advised that they had also attended the event.

**22. Date of the next Meeting**

The next Parish Council Meeting will be held on:  
Tuesday 27<sup>th</sup> November 2018 – Full Council Meeting – 7.30pm

The Chairman closed the meeting at 9.41pm.

Signed.....

Date:..... 27 NOV 18