

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

**In the Chair:** Cllr Smith

**Clerk:** Michelle Curtis

**Also present:** District Councillor Thompson  
2 members of the public

**1. Welcome**

The Chairman welcomed everyone to the meeting.

**2. Apologies for Absence**

There were apologies for absence from Cllr Henderson.

There were also apologies for absence from District Councillor Bamford.

**3. Declarations of Interest**

The Chairman declared an interest as follows:

- Non-pecuniary interest in respect of agenda item 8, planning application AGR/MAL/18/00808 PP-07085669, as the applicant is his neighbour.

**4. District Councillors**

District Councillor Thompson confirmed:

- Parish Trigger – Parish Council can use all of the local Ward Members to 'call in' applications.

**5. Public Forum**

A member of the public requested that the Parish Council give consideration to providing an additional 3 picnic benches and a shaded area in the Recreation Ground. The resident presented some ideas for shading.

Cllr Munson suggested that the planting of established trees would also provide shade.

**Resolved:** to purchase 2 benches up to the value of £1,000 with a 10% contingency (including delivery charge but excluding VAT). Agreed by majority.

**Action:** Recreation Ground Working Group to look at options for shading and to submit a proposal to the Parish Council for consideration. The resident agreed to join the Working Group to assist with the project.

**6. Minutes of the Meetings held on 25<sup>th</sup> June 2018**

**Resolved:** that the minutes of the Parish Council meeting on 25<sup>th</sup> June 2018 be approved as a true account of the proceedings of the meeting subject to some minor typographical amendments. The Chairman signed the minutes. Unanimously agreed.

**7. Finance**

**7.1 Monthly Financial Report**

The Financial Report was received and noted.

The forecast working balance as at 31/07/18 was £35,860.47.

The Clerk reported a payment of £113.71 had been received from the HMRC for the VAT recovered between January and March 2018.

The Chairman signed the reports.



## 7.2 Payments

The items for payment totalling £1,904.95 were presented for approval.

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

## 7.3 New charges from Unity Trust Bank

Notification of changes to the charges on the Unity Trust Account were received and noted.

Effective from 4<sup>th</sup> September 2018

Cash paid into Post Office/Bank – 50p (per £100)

Cheques paid into Post Office/Bank – 30p (per item)

## 8. Planning

### Planning Applications and Decisions

Applications:

- FUL/MAL/18/00580 PP-06971719

Erection of a detached dwelling on land adjacent to 10 Oxley Hill, Tolleshunt D'Arcy  
Land Adjacent to 10 Oxley Hill, Tolleshunt D'Arcy

**Resolved:** Unanimously agreed to recommend refusal of this application due to the following:

- The proposal is against various policies in the Maldon District Council Local Development Plan.
- Road safety which remained a major concern and was raised at the previous application(s) for this site.

- ARG/MAL/18/00808 PP-07085669

Prior notification for an agricultural storage barn

Land West of The Rowans, Tudwick Road, Tiptree

Cllr Munson reported that he had looked at the Maldon District Council website which advises that planning permission is not required.

- FUL/MAL/18/00864 PP-07012895

Changes of use of an existing barn and erection of a minor rear extension to create a three bedroom dwelling.

Land Between The Grey House and Barn Cottage, Chapel Road, Tolleshunt D'Arcy

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

Appeals:

- None received.

The were no planning decisions received from Maldon District Council

## 9. Internal Auditor

**Resolved:** to appoint Maurice Howard to carry out the internal audit for the 2018/19 accounts at a cost of £175.00. Unanimously agreed.

## 10. Car Park – Recreation Ground

The Clerk advised the landowner had emailed to advise that they are instructing a new solicitor.

**Action:** Clerk to provide an update at the next meeting.

## 11. Training

**Resolved:** for Cllr Young to attend Planning Training on 15<sup>th</sup> September 2018 costing £55.00.

**Resolved:** for Cllr Barwick to attend Advanced Councillor Training – dates to be confirmed.

Cllr Young reported she had recently attended the Defibrillator training and requested this was included on the next agenda.

## 12. Police

### Police Reports

The Police reports were received and noted.

## 13. Administration

Community Protection Officers – The Clerk advised Adrian Rayner had been absent from work and she would make contact with him as soon as he returns to discuss entering into a Service Level Agreement (SLA) with Maldon District Council Community Protection Officers to provide an hour's service per month.

Parish Magazine – The Clerk reported the person she needed to contact was on holiday until the end of August and she would contact them upon their return.

Community Fire Safety Event – The Clerk advised she had arranged a Fire Safety Event for Saturday 29<sup>th</sup> September 2018 between 10.30am and 1.30pm. Cllr Young suggested that this included Defibrillator Awareness and agreed to be available on the day to assist.

**Action:** Clerk to advertise the event.

ACE Management Project – The Clerk advised Ben Page, Health Improvement Officer – Maldon District Council, had emailed to advise that they are currently looking at ways to tackle obesity in the District and was hoping to set up a 'drop-in' clinic in the Parish. They are currently looking for a venue and volunteers.

The Clerk advised she had advertised for volunteers on the Facebook Page.

**Resolved:** to pay £50 to the Village Hall for the 'drop-in' clinics to be held.

Grounds Maintenance – The Clerk reported she had emailed Richard Holmes at Maldon District Council to obtain a copy of the Grounds Maintenance Contracts for the Recreation Ground and Burial Ground.

Church Funding – At the last meeting the Clerk advised that there would be a presentation from the Church for a request for funding towards the frame of the church bell frame. The Clerk reported she had received a NALC notification (L01-18) from the EALC which advised that Parish Councils can no longer grant funds to churches. The Clerk had emailed the EALC to seek clarification, as the Parish Council were previously advised that they could grant funds if the church was listed. The EALC advised this is no longer the case, as statutory prohibitions outweighs a power.

**Action:** Clerk to forward a copy of the NALC document to Cllr Munson.

## 14. Working Group Reports

### 14.1 Burial Ground

#### 14.1.1 Working Group Report – Cllrs Henderson and Scott

Cllr Scott reported that the new sign and memorial bench had been installed in the Burial Ground. Other ideas/plans are being considered and will be presented to the Parish Council once Cllr Henderson returns.

### 14.2 Recreation Ground

#### 14.2.1 Monthly Inspection Report

The Monthly Inspection reported dated 20<sup>th</sup> July 2018 was received and noted.

#### 14.2.2 Working Group Report – Cllrs Munson and Young

Cllr Munson reported that Cllr Young and himself had carried out an inspection of the Recreation Ground and Pavilion and he had sent an email to members on 10<sup>th</sup> June 2018 with their findings.

Cllr Young suggested that the weeds were sprayed twice yearly.

**Action:** Cllr Young to obtain a quotation.

Cllr Munson reported that the Pavilion had suffered damage due to the plant life into the cavity which has resulted in the feather edge being pushed out.

**Action:** Cllr Munson to obtain at least 2 quotations to present to the Council.

Cllr Young reported that one of the dead trees had been removed and one was not.

**Action:** Clerk to look into further.

Cllr Young reported there was an additional dead tree to the right hand-side.

**Action:** Clerk to obtain a quotation from Bonz.

Cllr Munson reported that the grass was not being cut around the perimeter. The Clerk advised she had already requested a copy of the Grounds Maintenance Contract from Maldon District Council.

#### **14.2.3 Request for a shaded area in the Recreation Ground.**

This item had been considered under agenda item 5.

#### **14.3 Highway/Footpaths**

##### **14.3.1 Working Group Report – Cllr Cook**

There were no new issues to report.

##### **14.3.2 Road Closure**

The notification of Road Closure Church Street, North Street, Station Road – October 2018 was received and noted.

**Action:** Clerk to publish on the Parish Council Facebook page.

##### **14.3.3 Public Footpaths Order**

Cllr Cook advised that she had looked at the proposed diversions and noted that the case now has a new number.

Some of the routes are not diversions and the footpaths had completely moved positions.

**Resolved:** to object to the proposed “diversions” which are actually removals and the Parish Council previously objected under the old case number.. Unanimously agreed.

**Action:** Cllr Cook and the Clerk to put together a response to Essex County Council.

**Action:** Clerk to notify residents via Facebook of the proposed footpath diversions.

#### **14.4 Website / Facebook Updates**

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

### **15. Community Concerns – Information Exchange/Next Agenda Items**

Cllr Young reported the following:

- The Limes trees on Tollesbury Road which had been cut back now have brambles growing through them. The undergrowth also requires cutting back.

**Action:** Clerk to submit a request to the Highways Rangers for the brambles and undergrowth to be cut back.

Cllr Munson suggested:

- The Parish Council submits a regular report to the Maldon and Burnham for publication.

**Action:** Clerk to look into further.

Items for the next agenda:

- Car Park
- Defibrillator

### **16. Date of the next Meeting**

The next Parish Council meetings will be held on:

Tuesday 25<sup>th</sup> September 2018 – Full Council Meeting – 7.30pm

The Chairman closed the meeting at 9.25pm.

Signed.....

Date: 29 Aug 18.....