

**Present:** Cllrs Cook, Henderson, Scott

**In the Chair:** Cllr Smith

**Clerk:** Michelle Curtis

**Also present:** District Councillor Bamford  
1 member of the public

**1. Welcome**

The Chairman welcomed everyone to the Meeting.

**2. Apologies for Absence**

There were apologies for absence from Cllrs Barwick, Munson and Young.

There were also apologies for absence from District Councillor Thompson.

**3. Declarations of Interest**

There were no declarations of interest disclosed.

**4. District Councillors**

Cllr Bamford reported:

- The Parish Council may wish to consider submitting an application to the Local Highways Panel to help address the issues of speeding in the Parish.

**Action:** to be included on the next agenda for further consideration.

**5. Public Forum**

There were no comments from the member of the public.

**6. Minutes**

**Minutes 27<sup>th</sup> November 2018**

**Resolved:** that the Minutes of the Parish Council Meeting on 27<sup>th</sup> November 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 £27,381.99 as at 31<sup>st</sup> December 2018

Expenditure to date – Budget £22,423 – Actual £16,317

Income to date (including Precept (£19,223) £22,423 – Actual £20,155

Earmarked Funds – Closing Balance - £1,642.11

The Chairman signed the Report.

**7.2 Payments**

Items for payment totalling £2,610.82 were presented for approval.

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

**8. Precept 2019/20**

**Resolved:** to set the precept for 2019/20 at £20,530.24. This represents to a year on year increase of £1,307 which equates to a £2.06 per annum increase per household (based on a Council Tax Band D property). Unanimously agreed.

**9. Planning**

## Planning Applications and Decisions

### Applications

- TCA/MAL/18/01295  
Proposal: T1 Oak - Reduce in height by 4m or to nearest growing point. T2 Oak - Thin out by 10% to allow light to the neighbours.  
Chip Hall 11 Church Street Tolleshunt D'Arcy Essex  
**Resolved:** to recommend approval of this Application. Unanimously agreed.
  
- LBC/MAL/18/01355  
Proposal: Replace remaining critical windows on ground & top floor with sympathetic wooden sashes.  
2 Station Road Tolleshunt D'Arcy  
**Resolved:** to recommend approval of this Application. Unanimously agreed.

### Appeals:

- None received.

### Planning decisions received from Maldon District Council:

- TCA/MAL/18/01034 – The Grey House, Chapel Road – Withdrawn
- HOUSE/MAL/18/01186 – 2 The Elms, Tollesbury Road – Approved
- TCA/MAL/18/01307 – 10 North Street – Approved
- TCA/MAL/18/01036 – 86 Tollesbury Road – Approved
- TCA/MAL/18/01050 – Land from Church Street leading to Festival Gardens – Approved
- HOUSE/MAL/18/01283 – Greengates, Tudwick Road – Approved
- TCA/MAL/18/01282 - The Studio, 33 Church Street – Approved
- TCA/MAL/18/01411 – The Pavilion, Tollesbury Road, Approved

### Planning decisions from the Planning Inspectorate:

- None received.

The Chairman reported Cllr Munson had contacted him as he was concerned regarding the Planning Application for the trees in the Recreation Ground. Cllr Munson reported that a tree had been cut down and was concerned that should the 7 trees be reduced to 3 metres, they would not grow back. Cllr Munson had also raised his concern directly with the Maldon District Council Planning Officers.

The Clerk had since spoken to Peter Clarke who had submitted the Planning Application. Peter stated that the work had already been carried out and the trees were not reduced in height to 3 metres but the trees had been lifted 3 metres from the ground. With regards to the tree which had been cut down, this action had been taken as the tree was leaning towards the school playground and had been cut down as a safety precaution. It is hoped the tree will grow back.

Members accepted the importance of safety given the proximity to the school playground but were concerned that the issue had been raised with Maldon District Council given the earlier agreed approach.

## 10. Training

### 10.1 Training Policy

To be deferred awaiting proposed changes by Cllr Young.

### 10.2 Clerk/Councillor Training

There were no requests for training.

## 11. Grant Award Policy

**Resolved:** to adopt the Grant Award Policy. Unanimously agreed.

It was suggested that organisations are made aware that should they wish to seek funding from the Parish Council, they should make their request in November to allow the Parish Council to consider setting funds aside when setting the precept.

## 12. Annual Parish Meeting

The preferred date for the Annual Parish Meeting was Friday 15<sup>th</sup> March 2019.

A draft Agenda for the Meeting was presented.

**Action:** Councillors to submit any suggestions/ideas in order that the Agenda can be finalised at the next meeting of the Parish Council.

## 13. Defibrillator

To be deferred to the next meeting as it was understood that a donation had been offered.

## 14. Village of the Year

Due to the short timescale to submit an application, it was agreed that the Parish should consider proposing entering the Village of the Year competition in 2020.

The Parish Council felt that any application should be led by a group of interested villagers fully supported by the Parish Council. It was agreed to raise the Village of the Year competition at the Annual Parish Meeting when volunteers will be sought.

## 15. Police

### Police Reports

The Police reports were received and noted.

It was noted that TruCam had been carried out in Tollesbury Road and two vehicles were caught speeding. Speeding fines will be sent out from Essex Police.

## 16. Administration

Pavilion – The Clerk advised following the last meeting she had purchased the 3 tube heaters and was waiting for ABCO Electrical to install them.

## 17. Working Group Reports

### 17.1 Burial Ground

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

It was reported the weeds on the path were dying.

**Action:** Clerk to contact Maldon District Council to remind them that the hedges required cutting.

### 17.2 Recreation Ground

#### 17.2.1 Monthly Inspection Report

The Monthly Inspection will be carried out and a Report submitted for the next meeting.

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

As discussed at the previous meeting, the Clerk had obtained a quotation for various works in the Pavilion.

**Resolved:** as the Parish Council had only been able to obtain one quotation, to accept the quotation from Kevin Lovell as follows:

- Timber cladding south side of Pavilion £520
- Resolve leaking sink & clean paint/mould £160
- Pin back panel in toilet £10
- Fill hole at top near roof £30
- Refit of doors to stop them sticking £120

### 17.3 Highway/Footpaths

#### 17.3.1 Working Group Report – Cllr Cook

Cllr Cook advised there were no issues to report.

Cllr Henderson reported there was a large pothole outside the Burial Ground.

**Action:** Cllr Cook to report to Essex County Council.

**17.3.2 Public Path Order – Lauriston Farm**

There were no objections to the proposed footpath diversion.

**17.4 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:

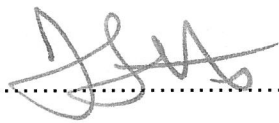
- Training Policy
- Defibrillator
- Annual Parish Meeting
- Local Highways Panel

**19. Date of the next Meeting**

The next Parish Council Meeting will be held on:  
Tuesday 29<sup>th</sup> January 2019 – Full Council Meeting – 7.30pm

The Chairman closed the meeting at 8.29pm.

Signed.....



Date:.....

29 Jan 2019