

Present: Cllrs Barwick, Brown, Henderson, Munson, Scott

In the Chair: Cllr Smith – Chairman

Clerk: Michelle Curtis

Also Present: 4 Members of the Public

1. Welcome

The Chairman welcomed everyone to the meeting.

2. Apologies for Absence

There were apologies for absence from District Councillor Thompson.

3. Declarations of Interest

There were no declarations of interest disclosed.

4. County Councillor and District Councillors

The report from Cllr Durham was received and noted.

There were no County or District Councillors present.

5. Public Forum

There were no comments from the members of the public.

6. Minutes

Minutes 25th January 2022

Resolved: The Minutes of the Parish Council Meeting held on 25th January 2022 be approved as a true and accurate record of the meeting. Unanimously agreed.

The Chairman signed the Minutes.

7. Finance

7.1 Monthly Financial Report

The Financial Reports were presented to the Council.

Councillors received the monthly Financial Reports as of 31st January 2022.

Bank Reconciliation – a Closing balance of £34,330.36

Expenditure to date – Budget £25,014 – Actual £31,082

Income to date (including Precept (£21,515) £25,015 – Actual £25,611

Earmarked Funds – Closing Balance - £4,942.43 – Net Transfers -£3,777.15

The Chairman signed the Reports.

7.2 Payments

Items for payment totalling £4,524.43 were presented for approval.

Resolved: To approve payments. Unanimously agreed.

8. Planning Planning Applications and Decisions

– Planning Applications:

Application No: 22/00036/FUL PP-10543458

Proposal: Convert garage into an annexe, removal of external staircase and extend hard standing for additional car parking.

Location: Elder House 7 North Street Tolleshunt D'arcy

Resolved: Unanimously agreed to recommend approval of this planning application but bring to the attention of Maldon District Council that Councillors are concerned regarding parking.

Application No: 22/00225/HOUSE PP-11017295

Proposal: Proposed single storey rear extension.

Location: 4 Margery Allingham Place Tolleshunt D'arcy

Resolved: Unanimously agreed to respond, no comment.

Application No: 22/00062/HOUSE PP-10544176

Proposal: Replacing conservatory with single storey rear extension and alterations to fenestration's to the side

Location: 15 Kelvedon Road Tolleshunt D'arcy

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

Application No: 22/00106/TCA

Proposal: T1 Ash - Remove branch overhanging the road and branch over the barn. T2 Leylandii - Remove north facing stem

Location: Manor House 20 Kelvedon Road Tolleshunt D'arcy

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

– Planning Appeals:

Notification of 1 Day hearing on the 8th March 2022 at 10.00 am via Microsoft Teams for the following application:

Site Address: Land South Of Beckingham Business Park Beckingham Street Tolleshunt Major

Proposal: Erection of 13No. Business & General Industrial Units (Use Classes B1b, B1c, and B2), Office Block (Use Class B1a) and Cafe (Use Class A3), complete with related infrastructure including road, parking spaces, drainage, landscaping and ecological area

Application Ref: 20/00493/FUL PP-08580343

Appeal Ref: APP/X1545/W/21/3276774

– **Planning Decisions:** None received

– **Planning Appeal Decisions:** None received

– **Tree Preservation Order:** None received

9. Training

Resolved: Cllr Barwick will attend the Finance and Budget Training held on 31st March 2022. Unanimously agreed.

10. Parish Councillor Vacancy

10.1 Update on Casual Vacancy

The Clerk reported that she had received confirmation from Maldon District Council that there had been no response to the Casual Vacancy notice, and the Parish Council could now Co-opt to fill the vacancy.

Action: Clerk to advertise vacancy with applications to be received by the Parish Council by Friday 18th March 2022.

10.2 Co-Option Policy

Resolved: to adopt the Casual Vacancy Policy v1.0. Unanimously agreed.

11. Bench Outside the Noticeboard

The Clerk advised that she had spoken to Wickham Engineering, who agreed that they were happy to replace the bench outside the noticeboard and suggested a metal bench similar to the Recreation Ground.

The Clerk had emailed the Conservation Officer at Maldon District Council, who advised that planning permission was not required for a replacement bench but was still waiting for confirmation whether the metal bench would be suitable for the conservation area.

12. Queen's Jubilee

Resolved: to purchase a rose tree and plaque for the Queen's Jubilee costing £58.00 plus delivery. Unanimously agreed.

13. Electricity

Resolved: Unanimously agreed to ratify the decision to enter into a two-year agreement with E.On Next for the electricity supply to the Pavilion.

New charges are as follows:
Standing Charge 56p per day
Normal rate 23.9p kWh

The Clerk advised that she had emailed E.On to accept the proposed prices but was yet to receive confirmation from E.On.

Action: Clerk to chase up.

14. Road Safety

Councillors agreed to explore installing speed indicator signs in Church Street, Kelvedon Road and Tollesbury.

Action: Clerk to contact Essex County Council.

15. Newsletter

Resolved: to publish the 3rd Edition of the Parish Council Newsletter. Unanimously agreed.

16. Annual Assembly

Councillors agreed to hold the Parish Annual Assembly on Friday 22nd April in the Village Hall commencing at 7.30 pm.

Format:

Chairman to give an update on the work of the Parish Council over the last year
Representatives to give a presentation

Clerk to invite the following to give a presentation:

- Village Hall Management Committee
- Litters Pickers
- Fire Service – safety presentation
- Village Hall Users
- Bee-Fit CM9

17. Police/Community Protection Officers (CPOs)

17.1 Police Report

The Police Reports were received and noted.

17.2 Community Protection Officers (CPOs)

17.2.1 Patrol Reports

The CPO Report for January 2022 was received and noted.

During the CPOs Patrols in January, there were 10 speeding offences.

17.2.2 TruCam Patrols

Notification had been received from Maldon District Council to advise that the TRUCAM patrols restarted on 1st February 2022.

18. Administration

Local Council Award – The Clerk reported that she had received notification from the Essex Association of Local Councils that the Local Council Award will expire at the end of March 2022.

Action: Parish Council to continue work to achieve the Quality Level Local Council Award. Chairman, Vice-Chairman and Clerk to review work still to be carried out.

Litter Bins – At a Parish Council meeting held the previous year, the Parish Council agreed to consider replacing the litter bin near Rubys. It is an open-top bin, and litter blows out of the bin onto the street.

Cllr Barwick advised this is the same for the litter bin outside the bus stop.

Resolved: Unanimously agreed to replace the two bins. New bins to be purchased from Maldon District Council costing approx. £165 each. Installation to be carried out by Bonz.

19. Representative Reports

19.1 Burial Ground

19.1.1 Update from Cllr Brown

Cllr Brown stated that there were no issues to report.

19.2 Recreation Ground

19.2.1 Update on the Recreation Ground

It was reported that due to a dangerous tree in one of the properties behind the play area, it had been necessary to close the play area. The Maldon District Council Tree Consultant has visited the property and granted emergency permission for the tree to be removed.

Action: Clerk to request an update from the resident.

The base of the youth shelter has been replaced. Large vehicles requiring access have resulted in some ruts in the grass, but the Contractor will roll the grass once the weather improves.

Cllr Brown reported that a tree had snapped in the high winds at the back of the Recreation Ground near the bench.

Action: Cllr Brown to investigate further.

19.2.2 Damaged Gate Post

The Chairman reported that one of the gate posts had been damaged during the recent works to the youth shelter. The Contractor has taken full responsibility and replaced the gate post.

19.2.3 Overgrown Vegetation

To be deferred to the next meeting as the quotation for the works had not been received.

19.3 Highway/Footpaths

19.3.1 Update from Cllr Henderson

Cllr Henderson to report the following to Highways:

- Following the recent high winds, many twigs have fallen from the trees outside the school onto the footpath.
- Large pothole outside the new houses (Elm Field) in Tollesbury Road.

20. Community Concerns – Information Exchange/Next Agenda Items

Cllr Munson reported that he believed the bench outside the Vicarage had gone.

Action: Cllr Munson to check and report back to the Council.

Cllr Scott reported that the grassed area outside Salters Meadow was overgrown, and if this was not cut by the summer could potentially be dangerous (fire hazard).

Action: Cllr Scott to liaise with the Clerk to send a letter to the owner.

21. Date of the Next Meeting

The next meeting of the Parish Council will be held on:

Tuesday 29th March 2022 – Full Council Meeting – 7.30 pm

The Chairman closed the meeting at 8.27 pm.

Signed.....

Date:.....