

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

In the Chair: Cllr Smith – Chairman

Clerk: Michelle Curtis

Also Present: Steve – Parish Working Group
5 Members of the Public

1. Welcome

The Chairman welcomed everyone to the meeting.

2. Apologies for Absence

There were no apologies for absence, all Councillors were present.

3. Declarations of Interest

There were no declarations of interest disclosed.

4. County Councillor and District Councillors

The report from County Councillor Durham was received and noted.

5. Public Forum

Steve spoke on behalf of the Parish Working Group (PWG). Steve reported:

- The PWG had been looking at various options to deal with speeding issues in the village. The three ideas being considered are gates at the entrance to the village, a portable Speed Device Indicator and Trucam.

The Chairman reported that the Parish Council already works with the Maldon District Council Community Protection Officers who operate TruCam in the village.

Action: Steve to obtain quotations for entrance gates and a portable SDI.

Action: Clerk to find out if entrance gates can be applied for from the Local Highways Panel.

- It has been suggested that signage is installed towards Station Road indicating that the road narrows.

Action: Clerk to apply to the Local Highways Panel for signage.

- The PWG Facebook page has been set up.
- From the Facebook Group some questions had been asked including the following:

1) Defect Drain Cover in South Street

The Clerk reported that she had received an email from a resident regarding a defective drain cover in South Street. This issue had previously been reported to Essex County Council by a resident. The Clerk advised she had contacted Cllr Durham to ask him to chase this up on behalf of the Parish Council and he has responded and advised that he has asked for the defect to be investigated and remedied as soon as possible.

2) Co-ordination of Parish Events, is there someone who coordinates them all?

The Parish Council would be happy for people to submit details of their events to be included on the Parish Council website calendar.

Action: Chairman to speak to the Chairman of the Village Hall Management Committee.

It was agreed to move to item 9.1 on the agenda.

9. Planning

9.1 Planning Applications

Application No: HOUSE/MAL/22/00567 PP-11214515

Proposal: Proposed Garage and Workshop

Location: Oxley House Oxley Hill Tolleshunt D'arcy

Resolved: to respond no comment on this planning application. Unanimously agreed.

Application No: HOUSE/MAL/22/00689 -11269098

Proposal: Conversion of garage to bedroom including raising the roof level.

Location: Keebles 3 North Street Tolleshunt D'arcy

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

Application No: FUL/MAL/22/00685 PP-11284602

Proposal: Proposed demolition of agricultural barns and construction of 2No dwellings

Location: J And N Bradshaw Limited Unit 2 Spital Farm Station Road

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

5 people left the meeting.

6. Minutes

Minutes 31st May 2022

Resolved: The Minutes of the Parish Council Meeting held on 31st May 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

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

Bank Reconciliation – a Closing balance of £48,620.60

Expenditure to date – Budget £30,079 – Actual £4,320

Income to date (including Precept (£21,514) £29,764 – Actual £22,734

Earmarked Funds – Closing Balance - £7,652.43 – Net Transfers £5,300

The Clerk reported:

- In April, £21,514 was received from Maldon District Council for the 2022/23 Precept.
- In May £866.07 was received from HMRC for VAT recovered between October 2021 and March 2022.
- Bee-Fit CM9 had agreed to pay £485.13 towards the electricity charges. This would be paid in instalments. Once the balance has been cleared, they will continue to pay more to cover any future costs on electricity if they are above £50 per month.

The Chairman signed the Reports.

7.2 Payments

Items for payment totalling £1,262.22 were presented for approval.

Resolved: To approve payments. Unanimously agreed.

8. Internal Audit

8.1 Internal Auditor's Report and Recommendations

The Internal Audit Report for 2021/22 (Appendix A) was received. Councillors considered the recommendations by the Internal Auditor, and comments are as follows:

1. Annual Governance and Accountability Return (AGAR)

Resolved: Unanimously agreed to approve the amended AGAR.

Section 2 – Accounting Statement was signed by the Chairman and the RFO.

The revised Summary of Receipt and Payments for the Year Ended 31st March 2022 was also signed by the Chairman and the RFO.

2. Contract of Employment

Action: The Clerk reported the updated Contract of Employment had been sent to the Internal Auditor

3. Payroll

It was agreed to cancel the standing order and replace it with online payments.

4. Website

The Clerk confirmed that the website would be fully compliant by 1st July 2022 with the Parish Council's accounts uploaded.

5. Assets

Assets to be reviewed before March 2023 in line with new requirements.

Overall, the Parish Council were pleased with the contents of the Report.

8.2 Effectiveness of Internal Audit

Councillors reviewed the Effectiveness of Internal Audit as prescribed in the 'Governance and Accountability manual (Appendix B).

9. Planning

9.2 Planning Decisions:

HOUSE/MAL/21/01196 - Darcy Cottage 3 South Street – Refused

9.3 Appeals

To receive notification of Planning Appeals from Maldon District Council – None received

9.4 Planning Appeal Decisions

To note decisions made by the Planning Inspectorate – None received

9.5 Tree Preservation Orders (TPO)

To note TPOs made by Maldon District Council – None received

10. Training

The Clerk reported that due to work commitments she was unable to attend the training held that day regarding the Code of Conduct. The Clerk advised that a request has been put forward to the Monitoring Officer to hold a session with Parish Clerks only.

11. Play Equipment

Cllr Barwick advised she had spoken to Tollehunt D'Arcy Primary School regarding consulting the children on a new piece of play equipment for the Recreation Ground. The school had invited a Councillor/s to attend an assembly to speak to the children. The Chairman and Cllr Barwick agreed to attend the assembly.

12. Tudwick Road

The Chairman reported that he had received complaints from residents in Tudwick Road regarding a cycling group who speed down Tudwick Road and they also being abusive to other road users.

Action: Chairman to obtain further information i.e. days and times when Tudwick Road is being used by the cycle group.

13. Police/Community Protection Officers (CPOs)

13.1 Police Report

The Police Reports were received and noted.

13.2 Community Protection Officers (CPOs) Patrol Reports

The CPO Report for May 2022 was received and noted.

During the CPOs Patrols in May, there were 20 speeding offences.

14. Administration

Vicarage Close – The Clerk read an email which had been received by a resident of Vicarage Close regarding parking issues.

Councillors were very sympathetic but parking was outside of the Parish Councils' powers.

Action: Clerk to advise the resident to write to County Councillor Durham.

Tollesbury Road – The Clerk advised that it has been reported that the vegetation on Tollesbury Road opposite the Village Hall was overgrown. The Clerk had emailed the landowner and requested that the vegetation be cut back.

15. Representative Reports

15.1 Burial Ground

15.1.1 Update from Cllr Henderson

No new information to report.

15.2 Recreation Ground/Pavilion

15.2.1 Update from Cllr Brown

Cllr Munson reported:

- Wickham Engineering had removed the roundabout and was carrying out an inspection. Cllr Munson has requested a quotation to repair and repaint
- The undergrowth on the Pavilion side is still in need of cutting back.
Action: Clerk to chase Bonz to cut it back.
- The play equipment needs cleaning and maintenance.

Action: Cllrs Brown and Ewing to put together a specification of works required.

15.3 Public Rights of Way

15.3.1 Update from Cllr Henderson

No new information to report.

15.4 Road Safety/Highways

15.4.1 Update from Cllr Munson

Cllr Munson advised that he had reported various potholes and missing chevrons to Essex County Council.

The Clerk advised there was a large pothole on Tollesbury Road outside one of the Elm Field houses.

Action: Cllr Munson to report to ECC.

16. Community Concerns – Information Exchange/Next Agenda Items

There was no information reported.

17. Date of the Next Meeting

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

Tuesday 26th July 2022 – Full Council Meeting – 7.30 pm

The Chairman closed the meeting at 8.51 pm.

Signed.....

Date:.....