

Present: Cllrs Ewing, Henderson, Munson, Scott

In the Chair: Cllr Smith – Chairman

Clerk: Michelle Curtis

Also Present: District Councillor Thompson
Steve and Vanessa – Parish Working Group

1. Welcome

The Chairman welcomed everyone to the meeting.

2. Apologies for Absence

There were apologies for absence from Cllrs Barwick and Brown.

3. Declarations of Interest

There were no declarations of interest disclosed.

4. County Councillor and District Councillors

District Councillor Thompson reported:

- There has been another resignation of an Officer from the Planning Department at Maldon District Council (MDC).
- The Local Development Plan (LDP) is still being worked on but it is not likely to be done within the initial agreed timescale.

5. Public Forum

There were no members of the public present.

6. Parish Working Group

6.1 Update from the Parish Working Group (PWG)

Steve reported:

- With regards to Speed Indicator Devices (SIDs) he has sent an email to the Parish Clerk to forward to the Parish Council insurers. He was trying to obtain a list of approved suppliers for SIDs from Essex County Council (ECC).
Action: Cllr Thompson to speak to Cllr Durham regarding the approved supplier list.
- Signage – The PWG has taken photographs of signs which need replacement or are covered by vegetation. The signs have been reported to ECC via the online reporting tool.
- TruCam – Steve suggested that TruCam would be effective in Tollesbury Road and suggested that patrols are carried out in this area.
- Signage – has any progress been made with the suggested signage for North Road/Station Road of the road narrowing.
The Clerk confirmed that an application has been submitted to the Local Highways Panel.

Vanessa reported:

- Is there an update on the grass verge on Tollesbury Road which was raised at the Annual Parish Assembly.

The Clerk reported that an application for this area had been submitted to the Local Highways Panel.

Action: Clerk to ask Cllr Durham for an update on this application.

- There is still an issue with overgrown vegetation onto footpaths, particularly on Tollesbury Road opposite the village hall on near the school.
- Residents have expressed concern regarding parking around the Maypole. When vehicles park near the Maypole, it obstructs the view of vehicles at that junction. It was suggested that a sign could be put on the Maypole requesting that vehicles do not park in the area.
The Chairman advised that the Parish Council were reluctant to put signage on the Maypole as it may encourage other people to attach signs to the Maypole.

6.2 Installation of village gateways

Resolved: Unanimously agreed to the proposal from the PWG for the installation of village gateways at the six entry points to the village.

Action: Clerk to apply to the Local Highways Panel for village gateways.

7. Minutes

Minutes 26th July 2022

Resolved: The Minutes of the Parish Council Meeting held on 26th July 2022 be approved as a true and accurate record of the meeting. Unanimously agreed.

The Chairman signed the Minutes.

8. Finance

8.1 Monthly Financial Report

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

Bank Reconciliation – a Closing balance of £43,032.45

Expenditure to date – Budget £30,079 – Actual £10,807

Income to date (including Precept (£21,514) £29,764 – Actual £24,447

Earmarked Funds – Closing Balance - £7,532.43 – Net Transfers £5,180.00

The Chairman signed the Reports.

8.2 Payments – August 2022

Resolved: To ratify the decision to approve the payments for August totalling £4,150.16. Unanimously agreed.

8.3 Payments – September 2022

Items for payment totalling £6,123.13 were presented for approval.

It was reported that there had been several complaints regarding the roundabout which was refurbished. The roundabout is very difficult to push around and needs some adjustment.

Action: Cllr Munson to take this issue up with the Contractor.

Resolved: To approve payments with exception of the payment for the roundabout. Payment is to be released once the issue has been rectified. Unanimously agreed.

9. External Audit

The Clerk advised the AGAR had been received from the External Auditors PKF Littlejohn LLP. The Auditors reported the following:

“On the basis of our review Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met”.

Other matters not affecting our opinion which we draw to the attention of the authority: “The AGAR does not contain the minute reference for Section 1. The minutes of the meeting at which the AGAR was approved have been reviewed and demonstrate that Sections 1 and 2 have been approved in the correct order. The smaller authority should ensure that the minutes are recorded on the AGAR in future.”

The Clerk advised the “Notice of conclusion of audit, along with sections 1, 2 and 3 of the AGAR, are to be displayed on the noticeboard and the Parish Council website.

10. Planning

10.1 Planning Applications

To consider Planning Applications received from Maldon District Council

Application No: HOUSE/MAL/22/00977 PP-11536034

Proposal: Proposed outbuilding comprising garage and car port.

Location: Greengates Tudwick Road Tiptree

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

- The Parish Council do not oppose the building but it is being built on agricultural land which has had no change of use for domestic use.

To ratify decisions of the following Planning Applications:

Application No: LDP/MAL/22/00870 PP-11436125

Proposal: Claim for lawful development certificate for a proposed new dormer window and conversion of side window into door way.

Location: 16 D’Arcy Way Tolleshunt D’Arcy

Resolved: to recommend approval of this application.

Application No: 22/00900/TCA PP-11460239

Proposal: Sycamore - Remove top by 3 metres and take in sides by 1 metre

Location: 27 Chapel Road Tolleshunt D’Arcy

Resolved: to recommend approval of this application.

Revised Drawings

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

Proposal: Proposed Garage and Workshop

Location: Oxley House, Oxley Hill, Tollesbury D’Arcy

Resolved: No comment

10.2 Planning Decisions:

FUL/MAL/22/00685 - Spital Farm Station Road – Refused

HOUSE/MAL/22/00689 – Keebles, 3 North Street – Approved

PDE/MAL/22/00193 - 16 D’arcy Way – Refused

TCA/MAL/22/00900 – 27 Chapel Road - Approved

WTPO/MAL/22/00623 - 17 D'Arcy Way Tolleshunt D'Arcy

PROPOSAL SUMMARY 1 - Refused

T6 Lime reduce crown by 5 meters to remove weight from poor stem unions

PROPOSAL SUMMARY 2 - Approved

Fell TG1 Leylandii, TG2 Elm and TG3 Cypress

10.3 Appeals

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

10.4 Planning Appeal Decisions

To note decisions made by the Planning Inspectorate – None received

10.5 Tree Preservation Orders (TPO)

To note TPOs made by Maldon District Council – None received.

11. Training

Cllr Ewing agreed to attend Councillor training.

Action: Clerk to send Cllr Ewing information on the courses.

12. Grant Application

The Chairman proposed that the grant application for £500 to support the Village Larder be agreed and this was seconded by Cllr Scott. Cllrs Henderson and Ewing voted against the proposal. Believing Cllr. Munson had abstained the Chairman began to use his casting vote in favour of the motion, however Cllr. Munson insisted he had voted against and it was therefore **resolved** not to make the grant. The Chairman asked for details of the vote to be minuted.

13. Dog Fouling Complaint

The complaint regarding dog fouling on the footpath/fields near Festival Gardens was received and noted.

It had been suggested that dog owners do not have to pick up their dog mess on a field, only on a footpath.

Action: Clerk to seek clarification from MDC regarding this.

Action: Clerk to write to the complainant to confirm that the email had been received by the Parish Council who is investigating the issue further.

14. Queen Elizabeth II

Cllr Scott proposed that to commemorate the Queen, the name of the Recreation Ground be changed to Queen Elizabeth II Playing Fields.

Resolved: Unanimously agreed to the proposal for the name change of the Recreation Ground providing this is supported by the parish.

Action: Clerk to make enquiries on how and if the name can be changed.

Action: Parish Council to consult with the residents via the website, newsletter and social media.

15. First Responders

Cllr Munson questioned whether the Parish Council had received a grant application from the First Responders.

The Clerk reported that the First Responders have been told that grants are available from the Parish Council. The Clerk confirmed that she had sent information about various funding opportunities that the First Responders could apply for and they had recently been successful in obtaining £1,500 from the Locality Fund.

The Chairman stated that there will be ongoing costs for the First Responders and they are welcome to apply to the Parish Council for a grant at any time.

Cllr Scott expressed thanks to the Parish Clerk for supporting the First Responders in providing them with information on funding opportunities.

16. Police/Community Protection Officers (CPOs)

16.1 Police Report

The Police Reports were received and noted.

16.2 Community Protection Officers (CPOs) Patrol Reports

The CPO Reports for July and August 2022 were received and noted.

During the CPOs Patrols in July, there were 23 speeding offences and in August there were 37 speeding offences.

The Clerk reported that the site in Kelvedon Road had been approved by Essex Police and TruCam patrols can now be carried out in the 40mph zone.

It was agreed that the Parish Council would stand by their commitment to the residents in Kelvedon Road and increase the TruCam patrols in Kelvedon Road for a 3-month period after which it will be reviewed. As previously agreed, the patrols would increase from 2 hours to 4 hours per month during this period.

17. Administration

Parish and Town Council Engagement Workshops

Parish and Town Council Engagement Workshops are being held on 11th October 2022. The workshops will provide an opportunity for Parish and Town Councils and Maldon District Council to develop closer working relations, understand how they can mutually support each other for the benefit of residents and work together to overcome any barriers.

The workshops will be hosted at the following times and locations:

Date	Time	Location
11 th October 2022	08:00 – 10:00	Burnham-on-Crouch (Location TBC)
11 th October 2022	15:00 – 17:00	The Pavillion, Victory Recreation Ground, Elysian Gardens, Tollesbury, CM9 8QN
11 th October 2022	19:00 – 21:00	Maldon District Council Offices, Princes Road, Maldon, CM9 5DL

18. Representative Reports

18.1 Burial Ground

18.1.1 Update from Cllr Henderson

Cllr Henderson reported:

- The low bushes in the Burial Ground look as though they are dying – to be monitored.
- The gates have been adjusted – thanks were expressed to Cllr Brown.

18.2 Recreation Ground/Pavilion

18.2.1 Update from Cllr Brown

Cllr Brown was not present at the meeting.

Thanks were expressed to Cllr Brown for dealing with the dangerous branch in one of the trees near the play area.

18.2 Pavilion

Cllr Munson reported that he was concerned that the Pavilion was being used as a gym and whether this needed planning permission. He was also concerned that when the grant was obtained for the Pavilion it was for the use of football and the building was no longer being used for this.

The Chairman reported that when the grant was initially applied for around 2010, it was for a changing facility and the main hall was to be hired for a Montessori Playschool. During the grant application process, the Montessori Playschool pulled out and it was agreed to continue with the application and the main hall would be used as a multi-purpose room which could be hired out. The changing facility was for sports people using the Recreation Ground. The aspiration was to encourage more people into participating in sports. Up until it was recently rented out to Bee-Fit CM9, the multi-purpose room was not used for hiring and became a storage area.

Cllr Munson was happy with the information from the Chairman.

18.3 Noise Complaint

A resident had emailed a complaint regarding noise from the gym in the Pavilion.

This was investigated and the Chairman and the Clerk had a meeting with Bee-Fit CM9 who was most concerned that there had been a complaint and took steps to ensure that it did not happen in the future.

The resident emailed to confirm that the music volume is reduced and thanked the Parish Council for addressing the issue.

18.3 Public Rights of Way

18.3.1 Update from Cllr Henderson

Cllr Henderson reported:

- There is dog poo on the field and she is happy to remove it.
- Cllr Henderson stated that the footpath is used by visitors from the local caravan park and the dogs were not on leads.
- There were several dead birds that she believed had died due to avian flu.

18.4 Road Safety/Highways

18.4.1 Update from Cllr Munson

Cllr Munson reported:

- He felt that TruCam Patrols should be concentrating on the area near the Primary School.

The Parish Council is aware that speeding is an issue in the Parish and needs to prepare a strategy of how to try and address the issues.

Action: The Chairman would meet with the PWG to put together a strategy.

The Clerk reported that an email had been received from a resident regarding the dangerous stretch of road in South Street and suggested that the Parish Council petition ECC Highways to introduce traffic calming measures, especially around school time.

Action: Clerk to respond to resident to advise that the Parish Council will be working on a strategy and will be looking at alternative measures to address the speeding/traffic issues in the parish.

19. Community Concerns – Information Exchange/Next Agenda Items

There was no information reported.

20. Date of the Next Meeting

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

Tuesday 25th October 2022 – Full Council Meeting – 7.30 pm

The Chairman closed the meeting at 9.10 pm.

Signed.....

Date:.....