

# TOLLESHUNT D'ARCY PARISH COUNCIL

[www.tolleshuntdarcypc.org](http://www.tolleshuntdarcypc.org)

**Chairman:** John Smith - 07505 008891

**Clerk:** Michelle Curtis, PO Box 13205, Maldon, Essex CM9 9FU

Tel: 07483 325853 email: [clerk@tolleshuntdarcypc.org](mailto:clerk@tolleshuntdarcypc.org)



Notice is hereby given that the meeting of **TOLLESHUNT D'ARCY PARISH COUNCIL** will be held on **Tuesday 31<sup>st</sup> January 2023**, in the **Village Hall, Tollesbury Road**, commencing at **7.30 pm**, to which members of the Council are summoned for the transaction of the under-mentioned business.

*M. Curtis*

Michelle Curtis – Clerk to the Council

24<sup>th</sup> January 2023

Councillors: J Smith (Chairman), L Barwick (Vice-Chairman), J Brown, I Ewing,  
M Henderson, G Munson, R Scott

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## THE PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND

Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted however the privacy of (i) persons who object to the same and (ii) children and vulnerable adults must be respected by anonymising the identities of such.

## AGENDA

- 1. Chairman's welcome**
- 2. Apologies for Absence**  
To receive apologies for absence.
- 3. Declaration of Interest**  
Members are reminded that they are required to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests or Non-Pecuniary Interests which they know they might have in items of business on the agenda. They are reminded that they will need to repeat their declarations at the appropriate point in the meeting and leave the room if required under the Code of Conduct. Unforeseen interests must be declared similarly at the appropriate time.
- 4. County and District Councillors**  
To receive information from County and District Councillors.
- 5. Public Forum**  
The Chairman will invite questions and observations from members of the public. A maximum time of **15** minutes will be allowed.

## **6. Parish Working Group**

To receive a verbal update from the Parish Working Group.

## **7. Minutes**

To receive and approve the Minutes of the Meeting held on 3<sup>rd</sup> January 2023.

## **8. Finance**

**8.1** To receive and approve Monthly Financial Report as at 31<sup>st</sup> December 2022

**8.2** To receive and approve Payments

## **9. Planning Applications and Decisions**

### **9.1 Planning Applications**

Applications are circulated to all Councillors with the agenda, for study ahead of the meeting. Planning documents are also available for everyone to view on the Maldon District Council website ([www.maldon.gov.uk](http://www.maldon.gov.uk)).

To consider Planning Applications received from Maldon District Council including the following:

Application No: FUL/MAL/23/00010 PP-11549390

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

Location: Land At Spital Farm Station Road Tolleshunt D'arcy

Application No: FUL/MAL/22/01225 PP-11738768

Proposal: Conversion of agricultural building for holiday let use and single storey side extension.

Location: Land At The Wycke Pages Lane Tolleshunt D'arcy

Application No: FUL/MAL/23/00052 PP-11867339

Proposal: Proposed demolition of existing garage and the erection of a new three bedroom house with ancillary parking

Location: Land Adjacent To 13 Church Street Tolleshunt D'arcy

### **9.2 Planning Decisions**

To note decisions made by Maldon District Council

### **9.3 Appeals**

To receive notification of Planning Appeals from Maldon District Council

### **9.4 Planning Appeal Decisions**

To note decisions made by the Planning Inspectorate

### **9.5 Applications Withdrawn**

To receive notification from Maldon District Council of Planning Applications that had been withdrawn

Application No: FUL/MAL/22/01002

Proposal: Detached three bedroom house with adjoining car parking in garden of adjacent residence

Location: Land Adjacent To 13 Church Street, Tolleshunt D'Arcy

## **9.6 Tree Preservation Orders (TPO)**

To note TPOs made by Maldon District Council

### **10. Training**

To consider any training requests from the Clerk or Councillors

### **11. New Play Ground Equipment**

Consider alternative funding sources for the new piece of play equipment and safety surfacing.

### **12. Local Council Award**

To receive a letter from the National Association of Local Councils (NALC) congratulating the Parish Council on achieving the Local Council Award – Quality Standard.

### **13. Police/Community Protection Officers (CPO)**

#### **13.1 Police Reports**

To receive Police Reports (confidential)

#### **13.2 Community Protection Officers (CPOs)**

To receive the CPO report for December 2022

### **14. Administration**

To receive information from the Clerk – update on current and ongoing matters

### **15. Representative Reports**

#### **15.1 Burial Ground**

**15.1.1** To receive a verbal update from Cllr Henderson

#### **15.2 Recreation Ground/Pavilion**

**15.2.1** To receive a verbal update from Cllr Brown

**15.2.2** To consider quotation for works to the car park.

**15.2.3** To discuss whether the Parish Council would consider a potential expansion to the Pavilion.

#### **15.3 Public Rights of Way**

**15.3.1** To receive a verbal update from Cllr Henderson

#### **15.4 Road Safety/Highway**

**15.4.1** To receive a verbal update from Cllr Munson

### **16. Community Concerns**

To receive information only or note future agenda items

### **17. Date of the Next Meeting**

Next meeting to be held on:

Tuesday 28<sup>th</sup> February 2023 – Full Council Meeting – 7.30 pm- Village Hall

Date: 06/01/2023

Tolleshunt Darcy Parish Council

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Time: 11:33

Bank Reconciliation Statement as at 31/12/2022  
for Cashbook 1 - Current Bank A/c

User: MICHELLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Trust Bank	31/12/2022		36,340.80
			<u>36,340.80</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			36,340.80
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			36,340.80
		Balance per Cash Book is :-	36,340.80
		Difference is :-	0.00

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<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR Elections	100.00		100.00
321 EMR Parish Improvements	825.78	180.00	1,005.78
322 EMR Recreation Ground	11.25	4,664.40	4,675.65
323 Unallocated	296.57		296.57
324 EMR Burial Ground	1,103.83		1,103.83
325 EMR Maypole	15.00		15.00
	<u>2,352.43</u>	<u>4,844.40</u>	<u>7,196.83</u>

## Detailed Receipts &amp; Payments by Budget Heading 31/12/2022

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>100 Income</b>							
1076 Precept	21,514	21,514	0			100.0%	
1990 Other Income	5,150	6,000	850			85.8%	
Income :- Receipts	<b>26,664</b>	<b>27,514</b>	<b>850</b>			<b>96.9%</b>	<b>0</b>
<b>Net Receipts</b>	<b>26,664</b>	<b>27,514</b>	<b>850</b>				
<b>110 Administration</b>							
██████████	████	████	████		████	████	
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4070 Payroll Processing	0	80	80		80	0.0%	
4080 Training	75	300	225		225	25.0%	
4090 Bank Charges	81	72	(9)		(9)	112.5%	
4100 Audit Fees	375	375	0		0	100.0%	
4120 Subscriptions & Memberships	951	770	(181)		(181)	123.5%	
4130 Insurance	1,607	1,500	(107)		(107)	107.1%	
4140 Stationery	12	0	(12)		(12)	0.0%	
4150 Postage	0	10	10		10	0.0%	
4160 Telephone & Broadband	217	360	143		143	60.2%	
4170 Website	121	200	79		79	60.6%	
4180 Office Equipment	622	0	(622)		(622)	0.0%	
4190 Office Allowance	234	312	78		78	75.0%	
4200 Grants & Donations Paid	3,160	2,500	(660)		(660)	126.4%	
4230 CPOs	431	880	449		449	49.0%	
4500 Hall Hire	250	700	450		450	35.7%	
4990 Sundries	207	100	(107)		(107)	206.5%	
Administration :- Indirect Payments	<b>14,139</b>	<b>15,409</b>	<b>1,270</b>	<b>0</b>	<b>1,270</b>	<b>91.8%</b>	<b>0</b>
<b>Net Payments</b>	<b>(14,139)</b>	<b>(15,409)</b>	<b>(1,270)</b>				
<b>130 Amenities</b>							
4300 Defibrillator	261	400	139		139	65.1%	
4310 Grass/Hedge/Tree cutting	1,310	3,000	1,690		1,690	43.7%	
Amenities :- Indirect Payments	<b>1,571</b>	<b>3,400</b>	<b>1,829</b>	<b>0</b>	<b>1,829</b>	<b>46.2%</b>	<b>0</b>
<b>Net Payments</b>	<b>(1,571)</b>	<b>(3,400)</b>	<b>(1,829)</b>				
<b>135 Burial Ground</b>							
1350 Burial Ground Income	2,411	2,000	(411)			120.6%	
Burial Ground :- Receipts	<b>2,411</b>	<b>2,000</b>	<b>(411)</b>			<b>120.6%</b>	<b>0</b>

## Detailed Receipts &amp; Payments by Budget Heading 31/12/2022

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4360 Water	55	70	15		15	78.0%	
4370 Maintenance	2,391	100	(2,291)		(2,291)	2390.9%	
Burial Ground :- Indirect Payments	<b>2,446</b>	<b>170</b>	<b>(2,276)</b>	<b>0</b>	<b>(2,276)</b>	<b>1438.5%</b>	<b>0</b>
<b>Net Receipts over Payments</b>	<b>(34)</b>	<b>1,830</b>	<b>1,864</b>				
<u>140 Pavilion</u>							
4360 Water	437	400	(37)		(37)	109.1%	
4370 Maintenance	264	1,000	736		736	26.4%	
4400 Electricity	1,271	600	(671)		(671)	211.8%	
Pavilion :- Indirect Payments	<b>1,972</b>	<b>2,000</b>	<b>28</b>	<b>0</b>	<b>28</b>	<b>98.6%</b>	<b>0</b>
<b>Net Payments</b>	<b>(1,972)</b>	<b>(2,000)</b>	<b>(28)</b>				
<u>145 Rec Ground</u>							
1450 Pitch Fees	150	250	100			60.0%	
Rec Ground :- Receipts	<b>150</b>	<b>250</b>	<b>100</b>			<b>60.0%</b>	<b>0</b>
4370 Maintenance	580	500	(80)		(80)	116.0%	
4550 Play Equipment	2,700	3,000	300		300	90.0%	
Rec Ground :- Indirect Payments	<b>3,280</b>	<b>3,500</b>	<b>220</b>	<b>0</b>	<b>220</b>	<b>93.7%</b>	<b>0</b>
<b>Net Receipts over Payments</b>	<b>(3,130)</b>	<b>(3,250)</b>	<b>(120)</b>				
<u>155 Streetlighting</u>							
4370 Maintenance	0	100	100		100	0.0%	
Streetlighting :- Indirect Payments	<b>0</b>	<b>100</b>	<b>100</b>	<b>0</b>	<b>100</b>	<b>0.0%</b>	<b>0</b>
<b>Net Payments</b>	<b>0</b>	<b>(100)</b>	<b>(100)</b>				
<u>160 Projects</u>							
4610 Parish Improvements	320	500	180		180	64.0%	320
4620 Rec Ground	336	5,000	4,664		4,664	6.7%	336
Projects :- Indirect Payments	<b>656</b>	<b>5,500</b>	<b>4,844</b>	<b>0</b>	<b>4,844</b>	<b>11.9%</b>	<b>656</b>
<b>Net Payments</b>	<b>(656)</b>	<b>(5,500)</b>	<b>(4,844)</b>				
6000 plus Transfer from EMR	656						
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>						

## Detailed Receipts &amp; Payments by Budget Heading 31/12/2022

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Receipts	29,225	29,764	539			98.2%	
Payments	24,062	30,079	6,017	0	6,017	80.0%	
<b>Net Receipts over Payments</b>	<u>5,163</u>	<u>(315)</u>	<u>(5,478)</u>				
plus Transfer from EMR	656						
<b>Movement to/(from) Gen Reserve</b>	<u>5,819</u>						



12 January 2023

# MALDON DISTRICT COUNCIL

Princes Road  
Maldon  
Essex CM9 5DL

[www.maldon.gov.uk](http://www.maldon.gov.uk)



Clerk to Tolleshunt Darcy Parish Council  
PO Box 13205  
Maldon  
Essex  
CM9 9FU

Enquiries to: Hannah Dungate  
Email: [dc.planning@maldon.gov.uk](mailto:dc.planning@maldon.gov.uk)

Dear Sir/Madam

**Application No:** 22/01002/FUL PP-11552511  
**Proposal:** Detached three bedroom house with adjoining car parking in garden of adjacent residence  
**Location:** Land Adjacent To 13 Church Street Tolleshunt D'arcy Essex

Further to our recent correspondence on the above application I can inform you that the applicant has decided to withdraw the application. The application will therefore no longer be considered by the Council and the application file has been closed.

Should the applicant decide to submit a further application it would be publicised in the normal way and consultations will be undertaken on the new application.

Yours faithfully



Matt Leigh  
Lead Specialist Place



## LOCAL COUNCIL AWARD SCHEME – QUALITY AWARD ACHIEVEMENT

January 2023

Dear Michelle

As chair of the National Association of Local Councils (NALC), it is with great pleasure that I confirm that **Tolleshunt D’Arcy Parish Council** has achieved the Quality Award.

Receiving the Quality Award is an excellent achievement showing that your local (parish and town) council achieves good practices in governance, community engagement and council improvement. Furthermore, this award shows that your council has gone above and beyond the legal obligations; you lead your community and continuously seek opportunities to improve and develop even further. Therefore, the council is to be congratulated immensely.

I want to express my sincere thanks to you **Michelle Curtis**, for your hard work submitting the Quality Award application and the additional work throughout the assessment process.

My expression of thanks is also given to **Tolleshunt D’Arcy Parish Council**. Your service to your community and supporting your Local Council Award Scheme application are recognised and reflected in your achievement.

As your council has shown its commitment to continuous improvement and development, I very much look forward to **Tolleshunt D’Arcy Parish Council** applying for the Quality Gold Award and celebrating more achievements.

Yours sincerely,  
NALC Chair



<b>Parish/Town Council</b>	<b>Month</b>	<b>Total Number of Hours</b>
Tolleshunt D'Arcy	December	2
<b>Number of Tru Cam Patrols</b>	<b>Hours Spent on Tru Cam</b>	<b>Number of Offenders</b>
3	2	6

Officer	Parish	Date	Start	Finish	Total	Speed Enforcement Patrol (TRUCAM)	Drivers caught speeding	Comments/Any other duties
BC/AR	Tolleshunt D'Arcy	01/12/2022	11:45	12:30	00:45	T496	4	
AR/BC	Tolleshunt D'Arcy	08/12/2022	12:15	13:00	00:45	T496	0	
AR/BC	Tolleshunt D'Arcy	15/12/2022	09:15	09:45	00:30	T496	2	
					<b>2:00:00</b>		<b>6</b>	