

**Present:** Cllrs Ewing, Henderson, Munson, Scott

**In the Chair:** Cllr Smith – Chairman

**Clerk:** Michelle Curtis

**Also Present:** District Councillor Thompson  
Steve Howard – 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**

There was no new information from Cllr Thompson.

**5. Public Forum**

There were no members of the public present.

**6. Parish Working Group (PWG)**

Steve advised there were no new concerns raised by residents.

The Clerk gave an update as follows:

- It had come to her attention that the Local Highways Panel would be meeting on 17<sup>th</sup> March 2023. The Clerk had emailed Cllr Durham to ask whether the applications submitted by the Parish Council would be considered at the meeting. Cllr Durham advised that at the meeting they will decide which projects will be funded in the year 2023/24 and which new projects will go onto the waiting list for the following year. Cllr Durham to provide an update to the Parish Clerk.
- The Clerk reported that following the last meeting, she had requested that the TruCam patrols move to Tollesbury Road. A member of the CPO team had contacted the Clerk to advise that the position approved by Essex Police (near the Village Hall) was not effective. The CPOs had suggested alternative positions on Tollesbury Road to Essex Police and would update the Parish Council if a new position is agreed upon. The CPOs have therefore returned to Church Street until instructed otherwise.

**7. Minutes**

**Minutes 31<sup>st</sup> January 2023**

**Resolved:** The Minutes of the Parish Council Meeting held on 31st January 2023 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 31<sup>st</sup> January 2023.  
Bank Reconciliation – a Closing balance of £33,977.08  
Expenditure to date – Budget £30,079 – Actual £25,758  
Income to date (including Precept (£21,514) £29,764 – Actual £29,926  
Earmarked Funds – Closing Balance - £7,196.83 – Net Transfers £4,844.40

The Chairman signed the Reports.

### 8.2 Payments

**Resolved:** To approve the payments totalling £1,187.39. Unanimously agreed.

## 9. Planning

### 9.1 Planning Applications

To consider Planning Applications received from Maldon District Council –  
None received

### 9.2 Planning Decisions:

To note decisions made by Maldon District Council

HOUSE/MAL/22/01169 – 25 Chapel Road – Approved

HOUSE/MAL/22/01233 - 20 Festival Gardens – Approved

### 9.3 Appeals

To note decisions made by the Planning Inspectorate

Appeal Ref: APP/X1545/W/23/3316312

Application Ref: 22/00685/FUL PP-11284602

Site Address: Spital Farm Station Road Tolleshunt D'Arcy

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

### 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.

Cllr Scott reported that an email had been received by a resident regarding the fencing on the amenity land on Festival Gardens. At the meeting on 31<sup>st</sup> January 2023, the PWG reported that it was understood that the fence would soon be coming down, to date this has not happened.

**Action:** Cllr Thompson to take this matter up with Maldon District Council.

Cllr Scott reported in November 2021, an anonymous letter was received by the Parish Council regarding a building that had been erected on the land on the opposite side of the road to Wickham Engineering in Station Road. This letter had been sent to Maldon District Council Planning but to date, no response had been received.

Cllr Thompson reported this is being actioned by Maldon District Council Enforcement.

## 10. Training

There were no requests for training.

**11. Elections 2023**

**11.1** The information from Maldon District Council for the Parish Council elections on 4<sup>th</sup> May 2023 was received and noted.

**11.2** The notification from Maldon District Council of a webinar being offered by the Electoral Commission on 7 March 2023 from 12 pm – 1 pm was received and noted.

Cllr Smith and the Clerk would attend the webinar.

**12. S137 Expenditure**

The notification from the Department of Levelling Up, Housing and Communities, of the Section 137 Expenditure Limit for 2023-24 was received and noted. The appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for parish and town councils in England for 2023-24 is £9.93.

**13. Grounds Maintenance**

**Resolved:** Unanimously agreed to accept the quotation from DW Maintenance for £2,890 per annum for the Grounds Maintenance (Recreation Ground, Burial Ground and Verges). The contract would run from 1<sup>st</sup> April 2023 until 31<sup>st</sup> March 2026.

**14. Annual Parish Assembly**

It was agreed to hold the Annual Parish Assembly on Friday 19<sup>th</sup> May 2023.

**Action:** Clerk to publicise the meeting via Parish Council Noticeboard, website and social media.

The Chairman reported that the Parish Annual Statutory Meeting was scheduled for Tuesday 9<sup>th</sup> May 2023. As this is three working days after the election it was agreed to postpone the meeting until Thursday 9<sup>th</sup> May 2023.

**15. Parish Newsletter**

The Chairman reported that due to the elections and the purdah period, the next newsletter would be published at the beginning of March.

Items to be included:

- ID required to vote
- Elections 2023 – how to stand
- Update on the Village Hall
- Update on the Village Larder
- Date of Annual Parish Assembly
- Update on the First Responders
- “Spotlight” – Recognition of a resident/worker in the Parish
- Update in Coronation preparations
- Parking around the Maypole

**16. Police/Community Protection Officers (CPOs)**

**16.1 Police Report**

The Police Reports were received and noted.

**16.2 Community Protection Officers (CPOs)**

**16.2.1 Patrol Reports**

The CPO Report for January 2023 was received and noted.

During the CPOs Patrols in January, all patrols were carried out on Kelvedon Road and during the 4.5 hours, there were 6 speeding offences.

### 16.2.2 TruCam Patrols

The cost for the TruCam patrols in 2023/24 will increase to £40.53 plus VAT per hour (£35.94 in 2023/23).

**Resolved:** to continue with the TruCam Patrols in 2023/24 for 2 hours per month.

## 17. Administration

No new information to report.

## 18. Representative Reports

### 18.1 Burial Ground

#### 18.1.1 Update from Cllr Henderson

Cllr Henderson there was no new information to report.

### 18.2 Recreation Ground/Pavilion

#### 18.2.1 Update from Cllr Brown

Cllr Brown was not present at the meeting. Councillors were unaware of any issues.

#### 18.2.2 Quotation – Various Works

**Resolved:** Unanimously agreed to proceed with the quotation for £50 + VAT from Bonz Cariey for the removal of a dead tree in the Recreation Ground. Bonz Cariey had advised that as the tree is dead an application to remove is not required. Bonz Cariey would need to inform Maldon District Council giving five days' notice.

**Resolved:** Unanimously agreed to proceed with the quotation for £80 + VAT from Bonz Cariey to re-concrete the gate post in the play area.

Councillors considered the quotation from Bonz Cariey for the laying of road plannings to repair the car park and discussed different repair options i.e tarmac.

**Action:** Quotations to be obtained to tarmac the entrance.

#### 18.2.3 Pavilion/Recreation Ground – Request

**Resolved:** Unanimously agreed to grant permission for the use of the Recreation Ground/Pavilion on 3<sup>rd</sup> September 2023 for retirement celebrations.

#### 18.2.4 Visit to Pavilion by Maldon District Council Officer

A Maldon District Council Officer visited the Pavilion and suggested that a Change of Use may be required for the operation of the gym.

The Chairman reported that Cllr Thompson is currently looking into this on behalf of the Parish Council.

Councillors were very supportive of the gym and would do all they could to conclude the matter as soon as possible.

### 18.3 Public Rights of Way

#### 18.3.1 Update from Cllr Henderson

Cllr Henderson advised there were no issues to report.

**18.4 Road Safety/Highways**

**18.4.1 Update from Cllr Munson**

Cllr Munson advised there were no issues to report.

**19. Community Concerns – Information Exchange/Next Agenda Items**

The Chairman reported:

- Some volunteers had come forward who would like to clear the area outside the school (where the memorial bench was) and put in some planters and flowers for the King's Coronation. There may be some small costs for the removal of the rubbish which had accumulated and suggested that the Parish Council consider contributing to this. The Chairman also suggested the planting of a rose tree and a memorial plaque in the same area.

**Action:** Costs are to be circulated to Councillors for consideration.

Cllr Ewing reported:

- He had received several complaints regarding the rubbish/mess outside of Rubys Restaurant. The Clerk reported that the rubbish had been cleared and the owner had been spoken to. It is alleged that some of the rubbish did not belong to the restaurant.

**Action:** to be monitored.

**20. Date of the Next Meeting**

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

**Tuesday 28<sup>th</sup> March 2023 – Full Council Meeting – 7.30 pm**

The Chairman closed the meeting at 8.26 pm.

Signed.....

Date:.....