

**Present:** Cllrs Barwick, Evans, Henderson, Middleton, Munson

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

**Clerk:** Michelle Curtis

**Also Present:** District Councillor Thompson  
Denise Clark and Vanessa Reeve – Parish Working Group PWG  
4 Members of the Public

**1. Welcome**

The Chairman welcomed everyone to the meeting.

**2. Apologies for Absence**

There were apologies for absence from Cllr Ewing.

**3. Declarations of Interest**

Cllr Middleton declared an interest as follows:

- Personal interest as his wife and himself are Community First Responders who occasionally receive funding from the Parish Council.

**4. County Councillor and District Councillors**

There were no County or District Councillors present.

**5. Public Forum**

Cllt Thompson arrived at the meeting.

A member of the public introduced himself as Andrew Gilbert the Chairman of HART (Housing Action by Residents of Tollesbury). Andrew explained that a developer had submitted an outline application for 200 houses on the south side of West Street Tollesbury, this would have a significant impact on Tolleshunt D'Arcy particularly concerning traffic through the village. There are also two other pending applications one for 159 houses on the north side of West Street and one for 90 houses on Mell Road.

Andrew advised that a public meeting was being held in Tollesbury on Thursday 27<sup>th</sup> July 2023 and there had already been interest from residents of Tolleshunt D'Arcy to attend the meeting. After the meeting on Thursday, sample template letters will be uploaded to the HART website for residents to use to respond to the application. The deadline for responses by the public is on 1<sup>st</sup> August 2023.

The Chairman reported that the Parish Council is aware of the application and would be discussing the application under agenda item 9.1.

A resident reported that due to misuse of the Recreation Ground car park, she had been locking the car park gate at 8.00 pm. The gate is being reopened at 8.00 am. The Chairman advised that the email from the resident had been received after publication of the agenda but it had been circulated to Councillors and it was planned to discuss this item under agenda item 17.2 – Recreation Ground.

Councillors agreed to discuss the email from the resident regarding the car park and then move to agenda item 9 – planning.

Councillors confirmed that they had received and read the email from the resident regarding the car park.

**Resolved:** Unanimously agreed to the gate on the car park being locked overnight but requested that it be locked at 8.30 pm rather than 8.00 pm, to accommodate the gymnastics club which could potentially be taking over the rental of the Pavilion if approved by Councillors.

**Action:** Clerk to ask the Caretaker to liaise with the resident, so if events are being held in the village hall the car park could be left open longer.

A resident left the meeting.

## 9. Planning

### 9.1 Planning Applications

To consider Planning Applications received from Maldon District Council

Application No: TCA/MAL23/00679

Proposal: T1 & T2 Oak - Crown lift to a height of 3m

Location: Grass Verge Corner Of Church Street Tolleshunt D'Arcy

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

Application No: TCA/MAL/23/00708

Proposal: T1 & T2 Hawthorn - Crown lift to a height of 2m

Location: Grass Verge Corner of Vicarage Close Tolleshunt D'Arcy

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

Application No: 23/00548/OUTM PP-12120649

Proposal: Outline planning application with all matters reserved except access, for up to 200no. dwellings (Use Class C3); new site access and internal access roads; a new community building (Use Class F2(b)); land for a community car park (Sui Generis); car and cycle parking; landscaping; sustainable urban drainage systems; public open space; Local Equipped Area for Play ('LEAP'); and associated infrastructure.

Location: Land Opposite Prentice Hall Farm Prentice Hall Lane Tollesbury

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

- The density is too high for the site.
- There is already a traffic issue with speeding vehicles through the village; a development of this size would significantly impact an existing problem.
- Detrimental impact on existing services – the schools and doctors are already oversubscribed.

**Action:** Clerk to notify residents of the HART public meeting via the Parish Council Facebook.

Application No: HRN/MAL/23/00525

Proposal: Sections of 34 hedgerows to be removed in order to install a new water main.

Location: Pipeline Between Layer Water Treatment Works And Langford Waterworks Hatfield Road Langford

**Resolved:** Unanimously agreed to respond "No comment"

## 9.2 Planning Decisions:

To note decisions made by Maldon District Council

HOUSE/MAL/23/00413 - St Olaf Tudwick Road - Approved

OUT/MAL/23/00288 - Darcy Stores 17 North Street - Refused

## 9.3 Appeals

Appeal Withdrawn – (Appendix A)

22/00685/FUL (APP/X1545/W/23/3316312)

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

Site: Spital Farm - Station Road - Tolleshunt D'Arcy

## 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.

## 6. Parish Working Group

Denise reported the following:

- The hedge on the right-hand side of the car park as you enter is overgrown.  
**Action:** Clerk to obtain a quotation for the hedge to be cut back.
- Comments had been received from residents that the front of the village shop is going into disrepair and asked if the Parish Council could do anything as the shop is in a conservation area.  
The Chairman advised that this was outside of the Parish Council's remit.

Vanessa reported:

- The Community Speed Watch (CSW) is progressing. 12 Volunteers have come forward to join the group and their details have been forwarded to CSW. Proposed sites in Station Road, Tollesbury Road and Church Street have been submitted to CSW for approval. It is hoped to be operational within the next 2-3 months.

The Parish Council congratulated the Parish Working Group on their progress with the Community Speed Watch.

## 7. Minutes

### Minutes 28<sup>th</sup> June 2023

**Resolved:** The Minutes of the Parish Council Meeting held on 28<sup>th</sup> June 2023 be approved as a true and accurate record of the meeting. Unanimously agreed by those who attended.

The Chairman signed the Minutes.

## 8. Finance

### 8.1 Monthly Financial Report

Councillors received the Monthly Financial Reports as of 30<sup>th</sup> June 2023.  
Bank Reconciliation – a Closing balance of £51,939.94  
Expenditure to date – Budget £31,971 – Actual £5,439  
Income to date (including Precept (£22,721) £31,971 – Actual £24,041  
Earmarked Funds – Closing Balance - £15,369.83 – Net Transfers £8,173

The Chairman signed the Reports.

### 8.2 Payments

The Chairman reported that emergency works were required to the sewers and the cesspit needed emptying again. The Chairman suggested that the cesspit be emptied regularly and funds were set aside in the 2024/25 budget for this.

**Resolved:** Unanimously agreed to approve the payments totalling £1,755.97.

## 10. Training

Cllr Middleton reported that he had attended the two-day Councillor training and found it very informative and worthwhile.

Cllr Evans requested to attend the Councillor training to be held in October 2023.

**Action:** Clerk to book the training sessions with the EALC.

## 11. Parish Annual Assembly

To be deferred to the next meeting.

## 13. Margery Allingham Place

At the last meeting of the Parish Council, the Chairman reported action was given to the Clerk to write to the residents of Margery Allingham Place to seek their views on removing the planters and to try to find out who owns the planters.

There appears to be some confusion as there are some other planters within Margery Allingham Place, and the ones being discussed are on the Margery Allingham Place development but are on Church Street.

Some residents responded and the planters within Margery Allingham Place are maintained by the residents. There is no clarification as to who owns them.

**Action:** Clerk and Cllr Henderson to enquire with Contractors about the cost for the ongoing maintenance of the two planters and then the Parish Council could then make a decision.

Cllr Evans reported that the land opposite D'Arcy House (Salters Meadow) needed cutting. It was very overgrown, a litter trap and the trees were dead. Could the Parish Council arrange to have this cut back? If permission was given by the landowners could we cut it and maintain it?

Cllr Munson agreed to volunteer to cut the grass.

**Action:** Clerk to write to the residents of Salters Meadow to request permission for Cllr Munson to cut the grass.

## 14. Pavilion

### 14.1 Pavilion Rental – Bee-Fit CM9

The Chairman reported that the rental agreement with Bee-Fit CM9 had been terminated and they were in the process of removing their equipment.

## 14.2 Blackwater Gymnastics

**Resolved:** Unanimously agreed to enter into an Agreement with Blackwater Gymnastics for the rental of the Pavilion. The Agreement would be the same as the one with Bee-Fit CM9 but the time of operation would be until 8.30 pm. The Clerk would sign the agreement on behalf of the Parish Council.

**Resolved:** Unanimously agreed to allow Blackwater Gymnastics the month of August to prepare the hall for their activities and rent would be charged from 1<sup>st</sup> September 2023.

The Chairman advised that the repairs work to the floor which was approved at a recent meeting would be carried out in early August.

**Action:** Cllr Evans to take photographs of the Pavilion before starting the new rental agreement.

## 15. Police/Community Protection Officers (CPOs)

### 15.1 Police Report

The Police Reports were received and noted.

### 15.2 Community Protection Officers (CPOs)

#### 15.2.1 CPO Report

The CPO Report for June 2023 (Appendix B) was received and noted.

It was noted that during the CPOs Patrols in June, there were 14 speeding offences - 9 on Church Street and 5 on Kelvedon Road.

The Clerk advised that a site in the new 30mph in Tollesbury Road had been submitted by the CPOs to Essex Police for approval.

## 16. Administration

No new information to report.

## 17. Representative Reports

### 17.1 Burial Ground

#### 17.1.1 Update on the Burial Ground

Cllr Henderson advised that there were no issues to report.

### 17.2 Recreation Ground/Pavilion

#### 17.2.1 Update on the Recreation Ground/Pavilion

Cllr Middleton reported:

- He had carried out repairs to the toilet
- The works to the goal mouths by the football team had been completed.
- A request had been received from Tollesbury Juniors Football Club (TJFC) to use the football pitch whilst some maintenance works were being carried out on their pitches. The pitches would need to be marked within the existing adult pitch in a different coloured lining paint.

**Resolved:** to allow the use of the Recreation Ground providing:

- 1) This is not an issue and does not clash with the adult football.
- 2) TJFC carries out the pitch marking and supplies the equipment and paint.

- 3) The cost would be £10 per week for use of the Recreation Ground.

The Chairman thanked Cllr Barwick for removing some graffiti on play equipment.

### **17.2.2 Annual Play Equipment Inspection Report**

The Annual Play Equipment Inspection Report was received and noted.

**Action:** Cllr Middleton to put together a specification of the works required. The specification is to be circulated to Councillors for approval before being sent out to contractors for quotations.

The Chairman reported that he would re-install some signage on the new fencing.

Goal post maintenance is to also be included in the specification.

## **17.3 Public Rights of Way**

### **17.3.1 Update on Public Rights of Way**

Cllr Henderson reported:

- There is a significant amount of dog mess on the footpath at The Harvesters. Cllr Henderson had been removing the mess and asked how this matter could be addressed.

**Resolved:** Unanimously agreed for patrols to be carried out by the CPOs. Cllr Henderson to liaise with the Parish Clerk with regards to suggested timings. Maximum expenditure £100 (4 x 30 min patrols)

**Action:** Clerk to range additional dog fouling patrols.

## **17.4 Road Safety/Highways**

### **17.4.1 Update on Road Safety/Highways**

The Clerk reported that she had circulated a report from County Councillor Durham (Appendix C).

The Chairman reported that following the last meeting, he had drafted replies for the residents who had emailed concerning highway issues. The draft responses had been circulated to Councillors for approval. Councillors were happy with the draft responses.

**Action:** Clerk to send responses to residents.

Cllr Middleton advised that he had reported to Essex County Council, the stump of a metal post opposite D'Arcy House which had been ripped out of the ground. The stump is dangerous and has a jagged edge.

**Action:** The Chairman agreed to take a look at the post.

The Chairman advised that he had received a letter from a new resident of Tollesbury Road, who had written to Maldon District Council regarding speeding in Tollesbury Road. The resident was referred to Cllr Durham who has referred the resident to the Parish Council.

Cllr Barwick reported:

- She had been contacted by a resident regarding drains in Chapel Road near the Thatchers which were blocking up. Cllr Barwick had suggested that the resident report the drains to Essex County Council. Cllr Barwick would also report to Essex County Council.

- The School had arranged a competition for the children to design posters to help reduce speeding in the village. The Parish Council would provide a prize for the winners and the Chairman and herself would attend a school assembly to present the prizes.  
**Action:** Cllr Barwick to forward the poster to the Clerk to display on the Parish Council Facebook page reminding parents of the competition.
- At Layer-De-La-Haye school they have some cut-outs of children displaying a message i.e. "think before you park" which are displayed near the school which is effective. Cllr Barwick advised she had previously mentioned them to Tolleshunt D'Arcy Primary School.  
**Action:** Cllr Barwick to raise with the school again.

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

There were no issues raised.

**19. Date of the Next Meeting**

The next meeting of the Parish Council will be held on:  
Tuesday 29<sup>th</sup> August 2023 – 7.30 pm – This meeting will only be held if there are planning applications to be considered or other time-critical issues are raised.

Tuesday 26<sup>th</sup> September 2023 – 7.30 pm

The Chairman closed the meeting at 8.53 p.m.

Signed.....

Date:.....