

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

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

**Clerk:** Michelle Curtis

**Also Present:** Steve Howard – Parish Working Group PWG  
4 Members of the Public

**1. Welcome**

The Chairman welcomed everyone to the meeting.

**2. Apologies for Absence**

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

**3. Declarations of Interest**

Cllr Evans declared interests as follows:

- Personal and prejudicial interest in relation to agenda item 10.1, planning application HOUSE/MAL/23/00553, as he is the Agent for the application and the applicant is his neighbour

**4. County Councillor and District Councillors**

There were no County or District Councillors present.

**5. Public Forum**

A resident reiterated the concerns raised in his letter to the Parish Council regarding the speeding traffic in the village and the recent spate of accidents. The resident asked what can we do to try and address the issue.

The Chairman advised that the Parish Council has no powers with regard to highway matters. The Parish Council can lobby Essex County Council (ECC) and the County Councillor, but all decisions are made by ECC. The Parish Council is aware of the speeding issues and has taken action as follows:

- The Parish Council has an agreement with the MDC Community Protection Officers (CPOs) to carry out TruCam (Speeding) Patrols in the village.
- There is a 20's Plenty Campaign. The Parish Council is supporting the campaign and has written to ECC to ask them to consider setting an authority wide default of 20mph for urban and rural community roads. A letter has also been sent to neighbouring parishes asking them to support the campaign.
- The Parish Council has submitted an application to the Local Highways Panel for the installation of village gateways which have proven to be successful in traffic calming.
- The Parish Council has also looked into Speed Indicator Devices which were very costly. It is still being explored and if the Parish Council were to proceed permission would be required by ECC.
- Over the years, two speed surveys carried out and we have negotiated the extension of the 30mph in Tollesbury Road.

The Chairman stated the Parish Council would welcome any help in putting pressure on ECC Highways to address the highways issues.

Steve from PWG reported:

- He had made contact with the Essex Campaigners for the 20s Plenty scheme and at the time of speaking only 70 parishes had shown support for the scheme which is less than 25% of the county. ECC has no incentive to progress this until there are over 50% of parishes/towns from the county supporting the scheme.
- The Parish Council tried to get the signs moved closer to the point where the road narrows on Station Road. There is also a point in South Street where the road narrows, could we apply for road narrowing signs for South Street?  
**Action:** Clerk to submit an application to the LHP for road narrowing signage to be installed.
- PWG had looked into Community Speed Watch, there is a waiting list to join the scheme, there needs to be a minimum of 10 volunteers, the patrol needs to be carried out in groups of 3, patrols need to be carried out a minimum of 2 hours per week, the organisers will provide the equipment when available. Is this something that we should consider?  
The Council thought it was a good idea and Steve agreed to explore further. Steve agreed to arrange a village meeting, to seek the views of the village on Community Speed Watch with the hope that some volunteers may come forward to carry out patrols.

A resident was present as they understood that the current tenant of the Pavilion had given notice to terminate his agreement and the person would like to take on the tenancy to operate gymnastics classes.

## 6. Parish Working Group

Steve reported the following:

- There is overgrown vegetation in the area opposite the school which is causing people/children to have to step into the road.  
The Clerk advised that she had reported this to ECC and had that day received a letter from an Agent from the site and she had requested that they ask the owner to cut back the overgrown vegetation as it is dangerous.
- Previously, the Parish Council had discussed having a village Facebook Page which would allow the various groups to post what is going on in the village. Currently, there are various Facebook pages and it made sense to have one central point where people can post information.  
Denise from the PWG would be happy to take on the role for the Facebook page.  
Councillors had no objection to PWG setting up the Facebook page.
- In some previous meets, the Parish Council had discussed Welcome Packs for new people moving into the village. Did this happen?  
The Chairman reported this is something that still needs to be done and is on the Parish Council Action Plan.
- Would the Parish Council consider extending the time of the TruCam Patrols?  
The Parish Council is currently contracted for 2 hours per month.  
The Chairman stated this could be considered at agenda item 15.2.

## 7. Minutes

### Minutes 30<sup>th</sup> May 2023

**Resolved:** The Minutes of the Parish Council Meeting held on 30<sup>h</sup> May 2023 be approved as a true and accurate record of the meeting. Unanimously agreed by those who attended.

The Chairman signed the Minutes.

## 8. Highways

The correspondence from residents regarding highway issues (recent accidents, parking on Chapel Road) was received and noted.

The concerns raised had been discussed at item 4.

**Action:** Chairman to draft a response to the letters. The letters are to be circulated to Councillors before sending.

With regards to the parking around Chapel Road, the Parish Council had previously put signage up asking for drivers not to park in the area and notes had been put on cars.

**Action:** Parish Councillors to look to see if the signs were still visible and consider putting notes on cars

## 9. Finance

### 9.1 Monthly Financial Report

Councillors received the monthly Financial Reports as of 31<sup>st</sup> May 2023.

Bank Reconciliation – a Closing balance of £ 52,487.91

Expenditure to date – Budget £31,971 – Actual £4,109

Income to date (including Precept (£22,721) £31,971 – Actual £23,946

Earmarked Funds – Closing Balance - £15,369.83 – Net Transfers £8,173

The Chairman signed the Reports.

### 9.2 Payments

**Resolved:** Unanimously agreed to approve the payments totalling £1,350.66.

The Clerk reported that she had contacted Unity Trust Bank as the change in signatories agreed upon at the last meeting had not yet been processed. The Adviser suggested that the Parish Council write a letter to Unity Trust Bank requesting that the account is changed to dual authorisation rather than triple authorisation. The letter is to be signed by the two existing signatories Cllrs Barwick and Henderson. The letter can then be emailed to Unity Trust Bank who will update the account and the payments can then be authorised by Cllr Barwick.

## 10. Planning

### 10.1 Planning Applications

To consider Planning Applications received from Maldon District Council

Application No: HOUSE/MAL/23/00324 PP-12040393

Proposal: Construction of new oak framed porch

Location: 23 Tollesbury Road Tolleshunt D'arcy

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

Application No: WTPO/MAL/23/00427 PP-12112529

Proposal: T1 - Horse Chestnut located in 41A & T7 - Horse Chestnut Located in 39 - Crown reduction by 2m. Lateral reduction away from roof line by 2m. Crown thin by 30% & removal of deadwood.

Location: 41A & 39 D'arcy Way Tolleshunt D'arcy

**Resolved:** Unanimously agreed to recommend approval of this application subject to there being no issues raised by the Tree Officer.

Application No: LBC/MAL/23/00431 PP-121150242

Proposal: Conversion of rear window to a door

Location: Darcy House 1 South Street Tolleshunt D'arcy

**Resolved:** Unanimously agreed to recommend approval of this application, subject to there being no issues raised by the Conservation Officer.

At this stage, Cllr Munson declared a personal interest, as he owns land adjacent to 1 Grouts Farm.

In accordance with the declarations disclosed, Cllrs Evans and Munson left the meeting.

Application No: HOUSE/MAL/23/00553 PP-12199211

Proposal: Erection of single storey side and rear extension and new roof to rear dormer window

Location: 1 Grouts Farm Cottage Kelvedon Road Tolleshunt D'arcy

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

Cllrs Evans and Munson returned to the meeting.

## 10.2 Planning Decisions:

To note decisions made by Maldon District Council

HOUSE/MAL/22/01186 - Darcy Cottage 3 South Street – Approved

FUL/MAL/23/00052 - Land Adjacent To 13 Church Street – Refused

HOUSE/MAL/23/00243 - Mardi Gras Chapel Road - Approved

## 10.3 Appeals

To note decisions made by the Planning Inspectorate – Non 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 Middleton requested to attend Councillor training via Zoom with the EALC.

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

## 12. Margery Allingham Place

Councillors considered the request from a resident to remove the planters outside Margery Allingham Place. The Parish Council is unaware of who owns or is responsible for the planters.

**Action:** Clerk to write to the residents of Margery Allingham Place to seek their views.

**Action:** Clerk to explore further as to who owns the planters.

## 13. Tree Works

**Resolved:** Unanimously agreed to accept the quotation from Wallace Arboriculture & Groundcare for £90 to crown uplift 2 x Hawthorns to a height of 1.5-2m, and 2 x Oak to

a height of 2.5-3m. The contractor would apply for consent from Maldon District Council as the trees are in the conservation area.

#### **14. Parish Annual Assembly**

It was agreed to defer this item to the next agenda.

#### **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 May 2023 was received and noted.

It was noted that during the CPOs Patrols in May, there were 22 speeding offences - 12 on Church Street and 10 on Kelvedon Road.

The Clerk reported that she had spoken to the CPOs that day and had been advised that they had received an email from the Church Warden advising them that they do not have permission to carry out the TruCam Patrols from the Church car park.

The Clerk had asked for MDC to forward a copy of the email to her.

Councillors were disappointed that the Church had taken this decision.

Councillors considered the request raised by the PWG to extend the hours of TruCam Patrols.

**Resolved:** to increase the hours from 2 to 3 per month with a review to be carried out in 3 months.

#### **16. Administration**

No new information to report.

#### **17. Representative Reports**

##### **17.1 Burial Ground**

###### **17.1.1 Update on the Burial Ground**

Cllr Henderson reported:

- She had recently visited the Burial Ground and there was a lady and her two children present. The children were riding their bicycles around the Burial Ground. Cllr Henderson spoke to the lady as riding bicycles around the Burial Ground was not acceptable.

##### **17.2 Recreation Ground/Pavilion**

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

Cllr Middleton reported:

- Bee-Fit CM9 had given notice to terminate their agreement for the hire of the Pavilion.

The Chairman reported that 6 weeks' notice had been given but the contract states that 3 months' notice is to be given by either party to terminate the agreement. The Chairman advised that a Gymnastics Club had enquired to take over the use of the Pavilion.

The Chairman proposed that as Bee-Fit CM9 had been a good tenant and there was someone who would like to take over the lease, the Parish Council waived the notice period subject to the Pavilion be returned to its original state. Due to the timings of Bee-Fit CM9

wishing to leave and a potential new tenant wishing to take over the tenancy, Councillors agreed that the Chairman, Cllr Middleton and the Clerk would hold discussions with Bee-Fit CM9 and the potential new Tenant.

- A WhatsApp message had been received from Tiptree Heath Sunday Team. The Clerk had circulated the message to Councillors via email. The Football Team advised that the goal mouths needed major repair which the club is happy to do.  
The Parish Council were happy for the Football Club to carry out the repair works to the goal mouths depending on costs.  
**Action:** Clerk to request a method statement from the Football Club for the proposed works.  
**Action:** Cllr Middleton to check the goalposts.

**17.3 Public Rights of Way**

**17.3.1 Update on Public Rights of Way**

Cllr Henderson advised she had no new information to report.

The Chairman reported that he had received an anonymous telephone call from a resident in Tiptree who was raising concerns that the footpath near Grouts Farm was overgrown, and she could not walk the footpath.

Cllr Henderson reported that she regularly walks the footpath in question, it is not overgrown and is walkable.

**17.4 Road Safety/Highways**

**17.4.1 Update on Road Safety/Highways**

Cllr Barwick advised there was no new information to report.

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

Cllr Henderson reported that the vegetation from 14 Beckingham Road was overgrown onto to the footpath.

**Action:** Clerk to send a letter to the resident.

**19. Date of the Next Meeting**

The next meeting of the Parish Council will be held on:  
Tuesday 25<sup>th</sup> July 2023 – 7.30 pm

The Chairman closed the meeting at 8.58 pm.

Signed.....

Date:.....