

Present: Cllrs Ewing, Henderson, Middleton, Munson

In the Chair: Cllr Smith – Chairman

Clerk: Michelle Curtis

Also Present: Steve Howard and Vanessa Reeve – Parish Working Group (PWG)
1 Member of the public

1. Welcome

The Chairman welcomed everyone to the meeting.

2. Apologies for Absence

Cllr Evans was not present at the meeting.

There were apologies for absence from Cllr Thompson.

3. Declarations of Interest

There were no declarations of interest disclosed.

4. County Councillor and District Councillors

There were no County or District Councillors at the meeting.

5. Public Forum

There were no comments from the member of the public.

6. Parish Working Group

Steve reported the following:

- Residents have expressed concern regarding the disrepair of the Village Shop, particularly as it is located in the conservation area. Is there anything the Parish Council can do?
Action: Clerk to send a letter to the owner of the shop to raise the concerns of the village.
- Some residents had raised concerns regarding the parking in D'Arcy Way – it is noted it is included on the agenda for discussion.
- He had contacted the Clerk regarding an update on the Local Highways Panel (LHP). The Clerk contacted Cllr Durham who advised he will know more about the LHP and budget next month.
- There has been no change to the fence posts on the amenity land in Festival Gardens.
The Clerk reported that she had contacted the resident who had emailed Enforcement at Maldon District Council (MDC) and the resident advised that she had had no response. The resident has emailed again and copied in Cllr Thompson.
- It is understood that the application for the 200 houses in Tollesbury will be considered by MDC at their meeting next month.
- The Community Speed Watch (CSW) volunteers had been carrying their patrols. Two more volunteers had signed up for CSW.

7. Minutes

Minutes 3rd January 2024

Resolved: The Minutes of the Parish Council Meeting held on 3rd January 2024 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 31st December 2023.

Bank Reconciliation – a Closing balance of £40,514.33

Expenditure to date – Budget £31,971 – Actual £20,892

Income to date (including Precept (£22,721) £31,971 – Actual £28,150

Earmarked Funds – Closing Balance - £14,769.83 – Net Transfers £7,573

The Clerk reported:

- £159.22 bank interest received from the Unity Trust Bank Instant Access Account. To date £408.67 interest received since opening the account.

The Chairman signed the Reports.

8.2 Payments

Resolved: Unanimously agreed to approve the payments totalling £843.02.

9. Planning

9.1 Planning Applications

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

Application No: 24/00046/FUL PP-12740956

Proposal: Minor internal alterations and renovation of existing village hall structure and fabric.

Location: Village Hall 25 Tollesbury Road Tolleshunt D'Arcy

Resolved: Unanimously agreed to recommend approval of this application.

Application No: 23/01157/FUL PP-12632736

Proposal: Erection of front and side extensions to dwelling (conversion of outbuilding approved under 22/00090/FUL allowed at appeal) and extension to parking area

Location: Outbuilding Manor House 20 Kelvedon Road Tolleshunt D'Arcy

Resolved: Unanimously agreed to recommend approval of this application.

9.2 Planning Decisions

To note decisions made by Maldon District Council – None received

9.3 Appeals

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

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.

10. Training

There were no training requests.

11. Car Park – Recreation Ground

It was reported that quotations had been requested but only two quotations had been received:

MG Groundworks - £4,866 for entrance and £1,509.80 for the car park area – Total £6,375.80 + VAT

E King - £3,375 for entrance and £2,000 for the car park area– Total £5,375 + VAT

Resolved: Unanimously agreed to proceed with the quotation from E King for £5,375 + VAT subject to agreeing to a reasonable lead time.

Action: Cllr Ewing to speak to the Contractor.

Resolved: Unanimously agreed to ask the landowner for a contribution towards the car park element of the repair costs.

Action: Cllr Ewing to speak to the landowner and Clerk to follow up in writing.

12. Parking D'Arcy Way

The email from the resident was received and noted.

The Chairman has prepared a response which had been circulated to Councillor before the meeting.

Councillors approved the response to be sent to the resident.

13. Annual Assembly

It was agreed to hold the Annual Assembly on Friday 17th May 2024.

Local groups/organisations will be invited to give a presentation i.e. The Village Hall Management Committee, Village Larder, Parish Working Group.

14. Police/Community Protection Officers (CPOs)

14.1 Police Report

The Police Reports were received and noted.

14.2 Community Protection Officers (CPOs)

CPO Report

The CPO Report for December 2023 was received and noted.

It was noted that during the CPOs Patrols in December, there were 37 speeding offences - 36 on Church Street and 1 on Kelvedon Road.

15. Administration

Councillor Vacancy – The Clerk advised that Maldon District Council had confirmed there have been no requests for an election so the Parish Council can proceed with co-opting. The Clerk advised that she had put out an advertisement for the vacancy.

Electricity – The existing contract comes to an end in March.

Action: Clerk to obtain a new quotation for a new contract. As prices could not be held, it was agreed that the Clerk would circulate prices which are to be agreed via email. Any decision to be ratified at the next meeting.

The resident left the meeting.

16. Representative Reports

16.1 Burial Ground

16.1.1 Update on the Burial Ground

Cllr Henderson reported:

- A vehicle was parking overnight in the layby.

Action: to be monitored.

16.2 Recreation Ground/Pavilion

16.2.1 Update on the Recreation Ground/Pavilion

Cllr Middleton advised that there were no new issues to report.

Blackwater Gymnastics Club has requested that some lighting be installed as it was very dark in the evening.

Resolved: to purchase 4 solar-powered lights which would cost approximately £50. The lights would be installed by a working group.

16.3 Public Rights of Way

16.3.1 Update on Public Rights of Way

Cllr Henderson reported:

- There had been an increase in dog fouling at The Harvesters.

16.4 Road Safety/Highways

16.4.1 Update on Road Safety/Highways

The Chairman reported that a request had been received from a resident in Chapel Road to re-position the dog bin as the current location is damaging the verge.

Action: Chairman and Clerk to look into this and report back at the next meeting.

17. Community Concerns – Information Exchange/Next Agenda Items

There were no matters raised.

18. Date of the Next Meeting

The next meeting of the Parish Council will be held on:
Tuesday 27th February 2024 – 7.30 pm

The Chairman closed the meeting at 8.21pm

Signed.....

Date:.....