

MINUTES of the Tolleshunt D'Arcy Parish Annual Assembly held in the village hall on Friday 19th April 2023 commencing at 7.00 p.m.

Present: Parish Councillors - Cllr. J Smith (Chairman, Tolleshunt D'Arcy Parish Council), Henderson, Scott

District Councillor – M Thompson
John Barber – Tolleshunt D'Arcy Village Larder
Denise Clark, Steve Howard, Vanessa Reeve - Parish Working Group (PWG)
Michelle Curtis - Clerk to Parish Council
10 members of the public

1. Introduction

The Chairman explained that whilst this was a meeting of the parishioners, by convention the Parish Council Chairman chairs the meeting and facilitates discussion whilst the Parish Clerk takes the minutes.

2. Minutes of the Annual Assembly 22nd April 2022

The Minutes of the Annual Assembly held on 22nd April 2022 were approved as a true record of the meeting.

The Chairman signed the minutes.

3. Chairman's Report

The Chairman gave a PowerPoint Presentation (Appendix A) to the assembly giving an overview of the Parish Council's work over the last year.

The Chairman reported that the Parish Council has addressed two items that had been raised during the 2022 Annual Assembly.

- First Responders – Since the Parish Assembly last year the Tolleshunt D'Arcy First Responders has formed.
- An application had been sent to Maldon District Council to level the grass verge on Tollesbury Road. The application was approved and the work is expected in 2023/24.

4. Tolleshunt D'Arcy First Responders

Catherine Saunders, Tolleshunt D'Arcy First Responders, reported:

- There were now 3 qualified First Responders with one more being trained.
- Anyone who may be interested in joining should contact her.
- Cat presented a breakdown of the finances (Appendix B) and thanked the local business, residents and the Parish Council for their donations.
- They had raised a total of £4,623 of which £2,000 has been spent on kit.
- There is a delay in the supplier of defibrillators and they have access to the Tollesbury one when they are not responding.
- The Tollesbury First Responders cover surrounding villages including the Tolleshunts, Tollesbury and Goldhanger.

5. Tolleshunt D'Arcy Village Larder

John Barber gave a PowerPoint Presentation (Appendix C) to the assembly.

6. Parish Working Group

Steve explained that the PWG was set up as a conduit between the residents and the Parish Council. There is a Facebook page Tolleshunt D'Arcy PWG and residents are encouraged to join the page.

Steve raised the following questions on behalf of the residents:

- The village shop application, a full application will be submitted should the application be approved. What are the Parish Councils views on this application?

The Chairman advised that when the Parish Council discussed the application at their recent meeting they neither supported nor objected to the application. The following concerns were raised 1) Concern there will be increased parking and 2) Concern regarding the suitability of this proposal in the conservation area. Should the application be approved and a full application submitted, this will be considered by the Parish Council.

- Parking around the school and Rubys during school drop-off and pick-up. What can be done?

The Parish Council has no control over the parking. All the Parish Council can do is continually remind people.

A resident advised that recently a child was hit by a reversing vehicle and this was in Margery Allingham Place. The resident suggested that bollards be installed on the pavement to stop vehicles from mounting it.

Action: Resident is to provide the exact location to the Parish Clerk.

Action: To be explored further by the Parish Council.

- TruCam is believed to be ineffective in Church Street, it has not slowed vehicles driving on Tollesbury Road. Could TruCam be moved to Tollesbury Road outside of school pick-up and drop-off times?

The Clerk advised that the CPOs did some patrols on Tollesbury Road but stopped due to vehicles being parked in the approved area for TruCam. An alternative site on Tollesbury Road has been submitted to Essex Police for approval.

Action: to be discussed further with the CPOs.

Denise raised the following questions on behalf of the residents:

- Car park at the Recreation Ground has potholes, what is the current update on repair?

The Chairman reported that the Parish Council is in the process of obtaining quotations for the repairs. One quote has been received but we are still waiting for an additional quotation. The work includes tarmacking the entrance and laying road planings in the main car park area.

- There is an issue with rabbit holes on the Recreation Ground, what is being done about it? The footballers often have to fill the holes before they can play their matches.

The Chairman advised this is very difficult to control. The only way to protect the Recreation Ground would be to install rabbit exclusion fencing which would be very prohibitively expensive.

- Is it time we should start rethinking the idea of a village sign?

The Maypole is often referred to as the village sign. A village sign is also costly and would need the permission of Essex County Council.

Denise suggested making the Maypole more of a feature.

Vanessa raised the following questions on behalf of the residents:

- The trees along Church Street have been trimmed back and the entrance of D'Arcy Way is overgrown, what control does the Parish Council have over grass verges?

The Chairman advised that the Parish Council has no control over the grass verges, this is the responsibility of Essex County Council. Due to cutbacks at Essex County Council, the frequency of cutting verges has reduced.

- Church Street application and the fence posts which have been left since the owner has removed the fence. A section of the grass is being cut but part is being left.

The Chairman reported the issue with the remaining fenceposts has been reported to Maldon District Council Enforcement. With regards to the grass, Moat has cut back the grassed area which belongs to them The uncut grass is the responsibility of the property owner.

A resident asked who is responsible for the alleyway between Church Street and Festival Gardens as it is not being maintained.

The Chairman reported that it is the responsibility of Essex County Council Highways.

Action: Clerk to report to Essex County Council.

7. Questions from residents

There were no further questions from residents.

The Chairman expressed thanks to all the volunteers in the village including the Litter Pickers, Coronation Garden group, Tolleshunt D'Arcy First Responders and Tolleshunt D'Arcy Village Larder.

There being no other business for discussion, the Chairman closed the assembly at 8.03 pm.

Signed.....

Date:.....

**TOLLESHUNT D'ARCY
PARISH ANNUAL
ASSEMBLY
19TH MAY 2023**



LOCAL COUNCIL
AWARD SCHEME
QUALITY

TOLLESHUNT D'ARCY PARISH ANNUAL ASSEMBLY

Domestic Arrangements

- ❖ **There is no fire drill scheduled so if the alarm sounds please leave via the emergency exits and meet in the car park.**
- ❖ **We aim to finish by 8pm but are happy to continue beyond then if required.**
- ❖ **Remember this is your Assembly.**

Following the Annual Assembly:

Henry Smith Trust

Village Hall AGM.

TOLLESHUNT D'ARCY PARISH ANNUAL ASSEMBLY

Agenda

- ❖ **Apologies**
- ❖ **Minutes of the Last Assembly**
- ❖ **Chairman's Report**
- ❖ **Tollesbury First Responders**
- ❖ **Tolleshunt D'Arcy Village Larder**
- ❖ **Parish Improvements Working Group**
- ❖ **Questions**

Chairman's Report

- ❖ The Elections were held in May. There was an Uncontested Election for Tolleshunt D'Arcy. Councillors for Tolleshunt D'Arcy are John Smith, Lyndsey Barwick, Maggie Henderson and Gerry Munson
- ❖ There are currently 3 vacancies – should you wish to apply, please contact the Parish Clerk. The closing date for applications is 23rd May 2023.
- ❖ Jason Brown and Richard Scott did not stand and we thank them for their valued contribution over the years.

❖ **Finance**

The 2021/22 were submitted and returned no adverse comments.

The 2022/23 Internal Audit will be carried out in May.

Income and expenditure for 2022/23:

- Income - £31,892 (includes £21,514 precept)
- Expenditure - £28,681
- Earmarked Reserves - £7,196.83
- Closing balance as of 31st March 2022 - £32,833.52

Highlights of the last 12 months

- ❖ New gates at the Burial Ground installed
- ❖ Refurbishment of the roundabout
- ❖ Planting of roses and plaque for the Queen's Jubilee
- ❖ The Parish Council signed up to the Civility and Respect Pledge
- ❖ Planting of a rose and plaque for the King's Coronation

TOLLESHUNT D'ARCY PARISH ANNUAL ASSEMBLY

More highlights of the last 12 months:

- ❖ Achievement of the Quality Level – Local Council Award



Traffic/Speeding Issues – What have we done?

- ❖ 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 (LHP) 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.



TOLLESHUNT D'ARCY PARISH ANNUAL ASSEMBLY

TOLLESHUNT D'ARCY FIRST RESPONDERS

TOLLESHUNT D'ARCY PARISH ANNUAL ASSEMBLY





The Village Larder opened in October 2022

The Tolleshunt D'Arcy Village Larder (TDVL) is a Non-Registered Constituted Charitable Trust and run by 4 Trustees from Tolleshunt D'Arcy



What does the Village Larder do?

We distribute donated food from Local & National Retailers along with donations from the local community to those who need additional assistance within the Village.

We do not discriminate against those who need assistance or question them.



Why did the Village Larder start?

During 2022 it was clear that energy prices along with inflation were going to be an issue and cause significant stress to some of the residents in Tolleshunt D'Arcy.

The trustees of the TDVL trust noted and spoke to The Centre in Tollesbury which was setting up a similar project to ours, called the Tollesbury Village Larder, taking advice on how to set up the project.



The trustees also agreed to collaborate with the Tollesbury Village Larder in order to collect and share foodstuff from retailers, allowing us to reduce the time required by the trustees to operate the trust and collect larger volumes of goods.

Any monies and grants given to the TDVL are used only to provide for the residents of the Tolleshunt D'Arcy Parish.



Have we helped?

During the seven months, we have been operating we have and are continuing to help.

6 - Families.

5 - People living alone.

We have also provided cash grants to two families.



We also run a free coffee morning every Wednesday in the Village Hall for the residents of the village and surrounding area as a hub to meet and chat.



CURRENT ACCOUNTS



FUNDING.

We currently have received grants from the following:

- Tolleshunt D'Arcy Parish Council.
- Henry Smith (Tolleshunt D'Arcy) Trust.
- Essex Association Local Councils (Warm Spaces Grant).
- Tiptree Christmas Fayre (Food Grant).
- Cash donations from the Local Community.

T O L L E S H U N T D ' A R C Y

VILLAGE LARDER

INCOME				
GRANTS RECEIVED				
	TOLLESHUNT DARCY PARISH COUNCIL			£500.00
	HENRY SMITH TRUST			£500.00
	ESSEX ASSOCIATION LOCAL COUNCILS EALC (WARM SPACES GRANT)			£1,000.00
	TIPTREE CHRISTMAS FAYRE (FOOD GRANT)			£250.00
CASH DONATIONS				
	CHARITY COLLECTION BOX			£867.00
TOTAL INCOME TODATE				£3,117.00

T O L L E S H U N T D ' A R C Y

VILLAGE LARDER

EXPENDITURE			
	TOLLESHUNT DARCY VILLAGE HALL (RENT)		£250.00
	EALC WARM SPACE GRANT EXPEDITURE		
	HEATING FOR REAR COMMITTEE ROOM		£590.00
	WARM CLOTHING AND BEDDING		£275.00
	COFFEE MACHINE FOR USE BY VILLAGE LARDER		£93.00
	CASH GRANTS		£100.00
	FOOD AND HOUSEHOLD ITEMS (CASH PURCHASES)		£335.00
	FOOD AND HOUSEHOLD ITEMS (BANK ACCOUNT PURCHASES)		£121.00
	SET UP & GENERAL RUNNING COSTS (FURNITURE, SIGNAGE & PRINTING)		£157.00
	TOTAL EXPENDITURE TODATE		£1,921.00

T O L L E S H U N T D ' A R C Y

VILLAGE LARDER

TOTAL INCOME TODATE				£3,117.00
TOTAL EXPENDITURE TODATE				£1,921.00
INCOME LESS EXPENDITURE				£1,196.00
CURRENT MONIES HELD				
	CURRENT ACCOUNT HOLDINGS			£1,055.00
	PETTY CASH HOLDINGS			£141.00
TOTAL MONIES HELD IN BANK & PETTY CASH				£1,196.00

TOLLESHUNT D'ARCY PARISH ANNUAL ASSEMBLY

**PARISH
WORKING GROUP**

QUESTIONS

**HENRY SMITH
TRUST**

**TOLLESHUNT D'ARCY
VILLAGE HALL
AGM**