

TOLLESHUNT D'ARCY PARISH COUNCIL

www.essexinfo.net/tolleshuntarcyparishcouncil

Chairman: John Smith - 07505 008891

Clerk: Michelle Curtis, 4 Valkyrie Close, Tollesbury, Maldon,
Essex CM9 8SL

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Notice is hereby given that a meeting of **TOLLESHUNT D'ARCY PARISH COUNCIL** will be held on Tuesday 22nd May 2018, in The Village Hall, Tolleshunt D'Arcy commencing at 7.30pm, to which members of the Council are summoned for the transaction of the under-mentioned business.



Michelle Curtis – Clerk to the Council

15th May 2018

Councillors: J Smith (Chairman), L Barwick, D Cook, M Henderson, G Munson, R Scott,
L Young

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<p>THE PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted however the privacy of o f (i) persons who object to the same and (ii) children and vulnerable adults must be respected by anonymising the identities of such.</p>
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AGENDA

1. **Chairman's welcome**
2. **Election of Chairman**
To elect a Chairman for the forthcoming year and to receive a signed Declaration of Acceptance of Office.
3. **Election of Vice-Chairman**
To elect a Vice-Chairman for the forthcoming year.
4. **Apologies for Absence**
Members are reminded that the LGA1972, s.85 states that apologies for absence must be received prior to a meeting.
5. **Declaration of Interest**
To declare any Disclosable Pecuniary, Pecuniary or Non-Pecuniary interests relating to items on the agenda.
6. **District Councillors**
To receive information from the District Councillors.
7. **Public Forum**
The Chairman will invite questions and observations from members of the public present. A maximum time of **15** minutes will be allowed.
8. **Minutes**
To confirm Minutes of the Meeting held on 24th April 2018.

9. Representatives

Election of representatives for the forthcoming year:

- a) Highways, road safety and public rights of way representative
- b) Member responsible for planning matters & trees
- c) Public rights of way representative
- d) Emergency Committee representatives
- e) Recreation ground and pavilion working group
- f) Burial group working group
- g) Village hall management committee
- h) Personnel committee
- i) Local Council Award Scheme

10. Planning

Applications are circulated to all Councillors with the agenda, for study ahead of the meeting. Planning documents are also available for everyone to view on Maldon District Council's website and at MDC's offices.

To consider planning applications from Maldon District Council including the following:

Applications:

- HOUSE/MAL/18/00525
Single storey extension to the rear
9 Kelvedon Road, Tolleshunt D'Arcy

Appeals:

None received.

To note decisions made by Maldon District Council.

To note appeal decisions made by the Planning Inspectorate.

11. Finance

- a) To receive Monthly Financial Report.
- b) To approve payments.

12. Internal Audit

- a) To receive report and recommendations from the Internal Auditor.
- b) To carry out a review on the Effectiveness of the Internal Audit.

13. Council Award

To receive notification of achieving the Foundation Level Council Award.

14. Travel and Subsistence Policy

To consider Travel and Subsistence Policy.

15. General Data Protection Regulations

- a) To re-consider offer from Maldon District Council.
- b) To adopt Data Protection Policy.
- c) To consider Privacy Notice.
- d) To consider Parish Breech Notice.
- e) To carry out a Data Audit.

16. Action Plan 2018/19

To agree Action Plan for 2018/19.

17. Training

To consider any training request from the Clerk or Councillors.

18. **Wi-Fi**
To consider the installation of a Wi-Fi connection to the village hall.
19. **Grassed Areas – Festival Gardens**
To discuss the issues regarding the grass-cutting of the grassed areas in Festival Gardens owned by Moat.
20. **Defibrillator**
To consider the quotation for the insurance renewal for the defibrillator.
21. **Police**
To receive Police reports from Maldon District Council.
22. **Administration**
To receive information from the Clerk – update on current and ongoing matters.
23. **Representative Reports**
 - a) **Burial Ground**
 - b) **Recreation Ground – Cllrs Munson and Scott**
 - i) To receive Monthly Inspection report
 - ii) To receive Annual Safety Inspection Report.
 - iii) To consider quotation for soakaway/s for the Pavilion.
 - iv) To consider quotations for repairs to car park.
 - c) **Highway matters – Cllr Cook**
 - d) **Website / Facebook Updates**
24. **Community Concerns**
To receive information only or note future agenda items.
25. **Date of the next Meeting**
Next meeting to be held on Tuesday 26th June 2018 – 7.30pm.