

TOLLESHUNT D'ARCY PARISH COUNCIL

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Notice is hereby given that a meeting of **TOLLESHUNT D'ARCY PARISH COUNCIL** will be held on Tuesday 28th November 2017, 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

21st November 2017

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

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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.

AGENDA

1. **Chairman's welcome**
2. **Apologies for Absence**
Members are reminded that the LGA1972, s.85 states that apologies for absence must be received prior to a meeting.
3. **Declaration of Interest**
To declare any Disclosable Pecuniary, Pecuniary or Non-Pecuniary interests relating to items on the agenda.
4. **District Councillors**
To receive information from the District Councillors.
5. **Public Forum**
The Chairman will invite questions and observations from members of the public present. A maximum time of **15** minutes will be allowed.
6. **Minutes**
To confirm Minutes of the Meeting held on 30th October 2017.
7. **Finance**
 - a) To receive Monthly Financial Report.
 - b) To approve payment of cheques.
 - c) To consider paying the water bills via direct debit.
8. **Precept 2018/19**
To agree precept for 2018/19. *

Chairman: John Smith - 07505 008891

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

Tel: 07835 866239

email: tdarcyclerk@gmail.com

9. **Audit 2017/18**
a) To receive letter from the Smaller Authorities Audit Appointments – Notification of external auditor appointments for the 2017/18 financial year.
b) To appoint Internal Auditor for 2017/18.

10. **Telephone Kiosk**
To consider ideas for the use of the telephone kiosk.

11. **Wi-Fi**
To consider the installation of a Wi-Fi connection to the village hall.

12. **Tiptree Neighbourhood Forum**
To receive an update from the Chairman regarding Tiptree Neighbourhood Forum held on 27th November 2017.

13. **Highways Briefing**
To receive update from Cllr Young following Highways Briefing held on 4th November 2017.

14. **Policies**
To receive and adopt the following policies:
a) Documents and Records Retention Policy.
b) Social Media and Email Policy.

15. **Police**
To receive Police reports from Maldon District Council.

16. **Planning**
a) Maldon District Council
To receive letter from Fiona Marshall, Chief Executive - Maldon District Council, regarding a number of amendments to the existing governance arrangements within the Authority.

b) Applications and Decisions
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 agree responses to applications received from Maldon District Council.

Applications:

- TCA/MAL/17/01281
T1 Prunus – fell
Manor House, 20 Kelvedon Road

Appeals:

None received.

To note decisions made by Maldon District Council.

To note appeal decisions made by the Planning Inspectorate.

17. **Administration**
To receive information from the Clerk – update on current and ongoing matters.

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18. Representative Reports

- a) Burial Ground
- b) Recreation Ground – Cllrs Munson and Scott
 - i) To receive Monthly Inspection report – November 2017
 - ii) To consider purchasing replacement litter bin.
- c) Highway matters – Cllr Cook
- d) Website / Facebook Updates

19. Community Concerns

To receive information only or note future agenda items.

20. Employment Matters

To carry out a review of the Parish Clerk's pay scale.

21. Date of the next Meeting

Date of next meeting to be confirmed

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