

Present: Cllrs Barwick, Cook, Munson, Scott, Young

In the Chair: Cllr Smith

Clerk: Michelle Curtis

Also present: District Councillors Bamford and Thompson
Two members of the public present

Chairman welcome

The Chairman welcomed everyone to the meeting.

1. Apologies for Absence

There were apologies for absence from Cllr Birkin.

2. Declarations of Interest

The Chairman declared an interest on behalf of the Council as follows:

- Non-pecuniary interest in respect of agenda item 15, planning application, TCA/MAL/17/00791, as the application had been submitted on behalf of the Parish Council.

3. District Councillors

Cllr Bamford reported:

- The Secretary of State had approved the Maldon District Council Local Development Plan.
- Maldon District Council has funds available to Councils for Community Led Planning.
- Following the recent coffee morning on 5th July 2017, a further meeting has been arranged for Wednesday 13th September between 10am – 12pm at Crown Plaza to discuss ideas to reduce loneliness and social isolation.
Cllr Scott advised that Tolleshunt Major produce a newsletter which is distributed to residents and this could be an option for Tolleshunt D'Arcy to keep residents informed.

4. Public Forum

A resident stated that she was pleased to hear that the Parish Council has no intention of harming the rooks or rookery.

The same resident raised concerns regarding the Post Office. The opening of the facility is erratic and if the service is unreliable people will start to go elsewhere.

Members agreed the Post Office is an important facility for the community and they would not want to lose the service.

Action: Cllr Barwick to ask The Queens Head PH if they would consider allowing the Post Office to be operated from their premises.

Action: Cllr Cook to look into mobile Post Offices.

Action: Cllr Munson to contact the current providers to see if improvements could be made.

5. Minutes of the Meeting held on 27th June 2017

Resolved: that the minutes of the Parish Council meeting on 27th June 2017 be approved as a true account of the proceedings of the meeting subject to the following change:

Item 6 to read:

Resolved: that the minutes of the Parish Council meeting held on 23rd May 2017 be approved as a true account of the proceedings of the meeting and were signed by the Chairman.
Proposed Cllr Scott, seconded Cllr Cook. Unanimously agreed.



6. Finance

a) Monthly Financial Report

The Financial Report was received and noted.

The forecast working balance as at 25/07/17 was £38,621.20.

The Clerk confirmed £3,067.75 had been received for the VAT claim that has been submitted to HMRC.

The Chairman signed the report.

b) Payments and Sign Cheques (Appendix A)

The items for payment totalling £1,380.18 were presented for approval.

Resolved: to approve payments. Unanimously agreed.

7. Memorial Bench – Rookery

a) Memorial Bench

The Chairman reported that the Clerk and himself would be meeting with the Vicar the following day to discuss relocating the bench to the grassed area outside the vicarage.

The Chairman advised that the Clerk had emailed the Conservation Officer at Maldon District Council and was advised that planning permission would not be required. Once the new position had been agreed, the Clerk would forward photographs to the Conservation Officer to confirm he is happy with the new location.

Councillors agreed that the litter bin would also be moved with the bench.

Action: Chairman to confirm with the Vicar that the area outside the vicarage was in the ownership of the Church and not highways.

Action: Clerk to obtain a quotation from Bonz to relocate the bench and litter bin.

b) Rookery

It was reported that Cllrs Munson and Cook and the Clerk had met with NCB Environment to discuss the options to deal with the rookery.

The options to net off the trees or to disrupt the nests would cost in the region of £10,000. The high charge was mainly due to traffic management.

It was recommended that the most cost-effective way to deal with the issue, would be to clean the highway once a week during the nesting period (approx. 12 weeks). NCB Environment provided a quotation to carry out the cleaning and it would cost £1,152 + VAT.

With regards to health and safety, the Clerk reported that she had sought advice from NCB Environment and the Environmental Officer at Maldon District Council who both confirmed that apart from the possibility of slipping, there were no other health and safety risks.

Councillors discussed the option of cutting the trees back.

Action: Clerk to request that Essex County Council cut back the trees, ensuring that there is no harm to the rooks, so that excrement does not fall onto the pathway.

Action: Clerk to submit a request to the Highways Rangers, for the pavement to be cleaned.

The Chairman advised Vysian Banyard had agreed to arrange for volunteers to clear the pathway if it was not carried out by Essex County Council/Maldon District Council.

8. Action Plan 2017

Resolved: to accept the proposed 6th Action Plan 2017. Proposed Cllr Barwick, seconded Cllr Cook. Unanimously agreed

9. Henry Smith Fund

It was agreed that the Parish Council would not display the proposed notice regarding the Henry Smith Fund.

Action: Chairman to suggest 3 ideas for consideration by the Parish Council. Once the Parish Council has agreed on the ideas, the Chairman would submit the proposals to the Trustees for consideration.

10. Recreation Ground

Resolved: to accept the quotations from Martin Smith as follows:

- to clear the manhole and replace with lockable manhole covers - £260.00.
- to shave the door of the Pavilion so it can be closed easily - £20.00

Proposed Cllr Scott, seconded Cllr Munson. Unanimously agreed

(it was noted that the quotation omitted repairs to back hall door and the clerk would remind Martin Smith of this.)

11. Burial Ground

a) Burial Clerk's Contract

Resolved: to approve the Burial Clerk's Contract. Proposed Cllr Scott, seconded Cllr Barwick. Unanimously agreed.

b) Quotations for various works

Resolved: to accept the quotation from Mr Aldridge to carry out the following works in the Burial Ground:

- Cut box hedge around the burial ground and remove dead ones - £80.00
- Cut and face hawthorn hedge all around the burial ground and trim top of hedge at the front and face the road side - £260.00
- Cut back overgrown rose bush encroaching onto other graves £40.00

12. Training Policy

Resolved: to adopt the Training Policy v1.0. Proposed Cllr Barwick, seconded Cllr Scott. Unanimously agreed.

Action: Cllr Barwick to submit application to the Council Awards Scheme.

13. Village Hall

Resolved: to proceed with the village hall consultation survey and to accept the quotation from the RCCE for £520.60 to prepare, analyse and report, with an additional contingency of £84 should all residents respond to the survey. Councillors commit to distribute the surveys to the parish. Unanimously agreed.

The Parish Council had previously set aside funds for an energy audit for the village hall. As this audit was no longer required, the funds would be used for the survey.

Action: Cllr Munson to confirm survey with Sue Sheppard, RCCE. The survey to be circulated to Councillors for final approval.

It is anticipated, the survey will be delivered to residents in the autumn.

14. Police

Police Reports

It was reported on 10/07/2017, there had been a theft from a motor vehicle in D'Arcy Way.

15. Planning Applications and Decisions

Applications:

- TCA/MAL/17/00791
T1 Hawthorn – reduce by 2.3m
The Maypole, The Square, North Street, Tolleshunt D'Arcy
Resolved: to recommend approval of this application.

Cllr Scott stated that there are two trees and not one as stated on the application. If permission is granted, it is important the contractor is made aware that the trees are historic and care is given when works commence.

- PDE/MAL/17/00743
Single storey rear extension which would extend beyond the rear wall of the original house by 5.00m, height to eaves would be 2.76m and the maximum height would be 2.76m
18 D'Arcy Way, Tolleshunt D'Arcy
Resolved: to recommend approval of this application.

Appeals:

- None received

The following decisions made by Maldon District Council were noted:

- HOUSE/MAL/17/00511 – Lennel House, Tudwick Road – Refused
- TCA/MAL/17/00487 – Recreation Ground, Tollesbury Road - Approved

There were no appeal decisions made by the Planning Inspectorate.

16. Correspondence

Maggie Smith – Tower Correspondent

Cllr Cook advised that it was her understanding that if the frames to the bells were not repaired this could result in the bells being taken away.

A resident, who was a bell ringer, advised that a survey had been carried out and they were waiting to receive the report.

Action: to defer to the next meeting to make a decision.

17. Administration

Play Equipment – A quotation had been received from Freshair Fitness for replacement seats on the chest press. This would cost £73.00 + VAT.

Resolved: to accept the quotation.

Defibrillator – A notice making residents aware of the defibrillator was displayed on the Parish Council website and Facebook page.

Cllr Young advised there were signs that have not been displayed.

Action: Cllr Munson to ask ABCO, who installed the cabinet, if the signs were in the box.

Action: Clerk to look at order/invoice to check if the signs were ordered.

Bench outside shop – The Clerk advised she had spoken with Bonz who had agreed to repair the bench free of charge whilst they carry out the work to the Maypole.

Community Protection Officer (Rangers) – The Clerk advised she had put a notice on the Facebook page regarding reporting dog fouling. To date, no information had been received.

Litter Bins – Recreation Ground – The Clerk reported the litter bins had been ordered and would be installed by Bonz.

Bus Timetables – The Clerk had emailed the new bus timetables which are effective from August to Councillors.

Police – The Clerk had emailed information to Councillors regarding Special Officers.

Pavilion – Clerk to arrange a working party to tidy up the Pavilion.

18. Representative Reports

a) Burial Ground

No issues to report.

b) Recreation Ground

The Chairman reported that he had recently passed his exam for Routine Play Inspections and advised that he will inspect the equipment on a monthly basis and would report back to the Parish Council.

The Chairman advised he had discussed quarterly operational play inspections with other Parishes, it had been suggested going into partnership and having inspections carried out at the same time to reduce costs.

Cllr Barwick agreed to assist in carrying out additional routine inspections.

A working party, when time allows, would be arranged to carry out repairs to the fencing.

Cllr Munson advised that the car park still had an old swing in and builders' materials. The Chairman advised he had dealt with this issue and the area is to be cleared.

c) Highways Matters

Cllr Cook reported:

- the footpath on the corner of Kelvedon Road had been retarmacked.
- there was a metal fence around the dip on the Kelvedon Road.

Cllr Young advised there was a big dip on Tollesbury Road, after the junction of D'Arcy Way.
Action: Cllr Cook to report to Essex County Council.

d) Website/Facebook Updates

The Clerk advised she continues to update the website and Facebook page.

19. Community Concerns

Cllr Young reported:

- The WI would like to plant a tree in the village to celebrate their 100 years. The Parish Council were supportive of a tree being planted. Location of tree to be agreed.
The Chairman asked whether the WI would consider holding weekly coffee mornings in the village hall for lonely, isolated residents.
Action: Cllr Young to put proposal forward to the WI.
Action: Cllr Young and the Clerk to explore producing a newsletter which could be used to advertise such events.
- Claire Saye had found £63.50 which was funds left from the fund raising for the play equipment. Cllr Young suggested that the Parish Council make this up to £100 and donate it to the TPA.
Action: to include on the next agenda for consideration.

20. Date of the next Meeting

The next Parish Council meeting will be held on:
Tuesday 26th September 2017 - Full Council Meeting (7.30pm)

The Chairman closed the meeting at 9.03pm.

Signed.....


Date: 26 September 2017