

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

In the Chair: Cllr Smith

Clerk: Michelle Curtis

Also present District Councillors Bamford and Thompson
1 member of the public

1. Chairman welcome

The Chairman welcomed everyone to the meeting.

2. Apologies for Absence

There were no apologies for absence, all Councillors present.

3. Declarations of Interest

Cllr Scott declared an interest as follows:

- Non-pecuniary interest in respect of agenda item 22, quotations from Lenny Aldridge, as Mr Aldridge stores his equipment on land owned by Cllr Scott.

The Chairman declared an interest as follows:

- Non-pecuniary interest in respect of item 19, planning application FUL/MAL/18/00057, as his daughter keep horses in their livery.

4. District Councillors

Councillor Bamford reported:

- Library Event - A public event is being held at Maldon Library on 28th March 2018. If members wish to attend they will need to register.
- Highways Event - A Highways briefing was being held in Maldon and a representative from each Parish is invited to attend. The briefing will be a presentation and information on procedures. It is not an opportunity to discuss individual issues within Parishes.

5. Public Forum

No comments from the member of the public.

6. Minutes of the Meetings held on 1st February 2018

Resolved: that the minutes of the Parish Council meeting on 1st February 2018 be approved as a true account of the proceedings of the meeting. The Chairman signed the minutes. Unanimously agreed.

7. Finance

a) Monthly Financial Report

The Financial Report was received and noted.

The forecast working balance as at 27/02/18 was £24,082.40.

The Clerk reported:

- A payment of £770.29 had been received from the HMRC for the VAT recovered April – December 2017.
- The Henry Smith Trust Fund Account was closed and all funds had been transferred to Bright & Sons.
- A new letter had been sent to Barclays requesting that the Business Premium Account is closed and all funds transferred to the Unity Trust Account.

Action: If funds had not been moved by the end of the week, Cllr Munson to contact Barclays.

- The balance in the current account was £3,255.51 with proposed payments of £2,686.40. If all cheques were agreed this would leave a low balance in the current account.

The Chairman signed the reports.

b) Movement of Funds

The Clerk reported that she had inadvertently transferred the money from the Henry Smith account to the Parish Council Unity Trust account. The Henry Smith account was closed by Barclays and they had attempted to contact the previous Clerk to confirm the transaction. As there was no response a cheque was sent in November to the previous Clerk, who had since moved.

Cllr Munson made a number of telephone calls to Barclays Bank and arranged for the funds to be transferred into the Parish Council Unity account. These funds have since been transferred out to Bright & Sons.

Barclays acknowledged that they had omitted to take account of the letter dated May 2017 which gave them the new Clerk's details.

The Clerk advised she had consulted with the Internal Auditor throughout the issue.

The Clerk thanked Cllr Munson for his considerable efforts in sorting this out.

c) Payments

The items for payment totalling £2,686.40 were presented for approval.

The Clerk advised she had included a part-payment of the invoice from Martin Smith for the works which had been completed. Martin had advised that he would arrange to paint the floor in the village hall that week. The remaining balance will be paid when the VHMC confirm that work is complete.

Resolved: to approve payments, with the exception of the payment to Bonz for £1,419. The payment to Bonz would be made upon completion of the works. Unanimously agreed.

8. Village Consultation

The Clerk reported as at 20th February 2018, 156 responses had been received which is considered a good level of response by the RCCE.

9. Footpaths

Cllr Cook advised that she had spoken with Matt Wilson, Maldon District Council, and Jason Botelho, Essex County Council.

Cllr Cook advised the footpath at Limebrook Farm is regularly used.

The Ramblers have been misquoted.

Councillors, unanimously agreed, that they do not wish to lose the Limebrook Farm footpath.

Action: Clerk to respond to Essex County Council expressing the objection of the Parish Council. Cllr Cook to agree the letter.

10. Wi-Fi

It was agreed to defer this item to the next meeting.

11. Annual Assembly

The Annual Assembly would be held on Monday 23rd April 2018.

The Clerk reported that of those she had invited to the Annual Assembly, only the Community Protection Officers were able to attend.



The following ideas were suggested:

- Footpaths
- Essex Police
- Defibrillator Demonstration

12. Training

Cllr Munson withdrew his request to attend the Chairman's training courses as he was not available for one of the dates. Cllr Munson said he would like to attend in the future although he had no intentions of becoming Chairman again.

Advanced Councillor training for Cllr Young and Chairman training for Vice-Chairman Barwick were discussed and were felt to be appropriate.

Cllr Young asked whether she could claim travel expenses for the recent training courses she had attended.

Action: Clerk to look into further.

Cllr Young advised that at the recent training course she had attended, she was advised that upon taking a Councillors position, the new Councillor should be supplied with a copy of the following documents:

- Standing Orders
- Financial Regulations
- Code of Conduct
- How to be a good councillor guide

The Clerk advised all documents were available on the Parish Council website and would be uploaded to the Dropbox.

Action: Clerk to provide a hardcopy of the documents requested to Cllrs Young and Henderson.

13. Standing Orders

Resolved: to amend Standing Order 3I as follows:

A Member of the Public may not orally report or comment about a meeting as it takes place, but otherwise may:

- a) Film, photograph or make an audio recording of a meeting;
- b) Use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- c) Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

Unanimously agreed.

14. Projector

Due to the changes by Maldon District Council not to provide hard copies of planning applications effective from April 2018, it is necessary for the Parish Council to either purchase or hire a projector.

Resolved: to hire the projector from Tollesbury Parish Council for £100 per annum.

Unanimously agreed.

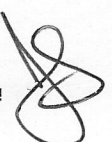
15. Recording of Meetings

Cllr Munson stated that the Parish Council had previously considered the option to record meetings and suggested the Parish Council may wish to reconsider this option.

Action: Cllr Munson to look into options to be presented at the next meeting.

16. Library Service

The Clerk reported that Essex County Council are proposing to reduce the current mobile library facility.



The service is currently provided fortnightly at 3 locations; Festival Gardens, St Nicholas School and D'Arcy Way. The proposed service will be once every 3 weeks in Festival Gardens only for approx. 30 minutes.

It was agreed Councillors will carry out a survey of the number of users at the next visit 7th March 2018.

Festival Gardens – Cllr Henderson
St Nicholas School – Cllr Scott or Cllr Barwick
D'Arcy Way – Cllr Barwick

The Clerk advised there was also a public event being held at Maldon Library on 28th March 2018. Cllr Cook advised she had already signed up to attend the event.

17. Tiptree Neighbourhood Forum

Councillors had no issues that they would like to be raised at the Tiptree Neighbourhood Forum.

18. Police

Police Reports

The Police reports were received. It was noted there were a number of thefts of tools from motor vehicles in Tolleshunt D'Arcy.

19. Planning

Applications:

- FUL/MAL/18/00057 PP-06666568
Detached garden room
New Dwelling at Heath Farm Bungalow, Grove Farm Road, Tolleshunt D'Arcy
Resolved: to recommend approval of this application.

- TCA/MAL/18/00183 PP-06723248
Ash (T1) – fell, Cypress (T2) – feel tree is dead
St Nicholas Church, Church Street, Tolleshunt D'Arcy

Cllr Munson advised this application had been withdrawn.

Cllr Munson advised a planning application had been received for Maypole Cottage, Tudwick Road (Land adjacent High Clere) for a stable building. Cllr Munson gave an overview of the proposal.

Action: to arrange an Extra-Ordinary meeting on Friday 9th March 2018 to consider the planning application.

Appeals:

- None received.

The following decision made by Maldon District Council were noted:

- FUL/MAL/17/01417 – Barn, Tudwick Farm, Tudwick Road – Approved
- HOUSE/MAL/17/01342 – Greengates, Tudwick Road – Approved
- AGR/MAL/18/00097 – Lauriston Farm, Lauriston Farm Chase – Prior approval not required

There were no appeal decisions made by the Planning Inspectorate.

20. Correspondence

Paul Dodson – Director of Planning & Regulatory Services – Maldon District Council
The letter from Paul Dodson regarding the removal of the Parish Trigger was received and noted.

21. Administration

General Data Protection Regulation (GDPR) – The Clerk reported she had received a GDPR toolkit from the EALC, which she would circulate to members.
GDPR would also be discussed at the Parish Clerk Forum on 6th March 2018.

Highways – An Essex Highways Councillors briefing was being held on Monday 19th March 2018 at the Maldon District Council Offices and Parishes were invited to send one representative.

Place Based Social Action Funds – The Clerk reported that Maldon District Council has not been successful in their attempt to secure funding from the Big Lottery Placed Based Social Fund. The two projects that were previously discussed Four Ts Rural and Social Isolation and Tollesbury Youth issues are continuing and progress has been made with each and Maldon District Council will continue despite not being successful on this fund.

22. Representative Reports

a) Burial Ground

i) Gates

A quotation was received from Lenny Aldridge to clean and paint the gates.

Action: Clerk to confirm what will be used to paint the gates.

b) Recreation Ground

i) Monthly Inspection Report

The Monthly Inspection Report dated 19th February 2018 was received.

ii) Sapling

Resolved: to accept the quotation from Bonz for £25 to reposition the sapling in line with the others.

iii) Dead Trees

It was confirmed that Bonz had felled the dead Apple tree and Silver Birch tree on the Recreation Ground. Maldon District Council have advised that there is a duty for the owner to provide replacement trees.

Action: Clerk to obtain a quotation from Bonz for a replacement D'Arcy Spice and Silver Birch tree.

iv) Works in Pavilion

Guttering

Resolved: to accept the quotation from Brian Sayer for £1,272.42 to replace the guttering on the Pavilion, subject to Cllr Cook confirming that the quotation included all of the guttering and not just the broken sections.

Cllr Munson advised that there were no soakaways to deal with water from the downpipe.

Action: Clerk to look at options to resolve the issue.

Overgrown Brambles

Resolved: to accept the quotation from Lenny Aldridge to clear the brambles and growth from the side of the Pavilion for £90.00

Car Park

Resolved: to accept the quotation from Lenny Aldridge to tidy up the car park and the path leading to the Recreation Ground for £70.00.

c) Highways Matters

Cllr Cook reported that she continued to report all pot holes to Essex County Council via the online reporting tool. The map on the ECC website indicates there are 23 potholes in the village. Cllr Cook to carry out a survey once the weather improves.

An email received from a resident regarding potholes was received,

It was also reported that there is an area on Maldon Road which has excess water which is very dangerous when it becomes icy.

Action: Cllr Cook to report to ECC.

Cllr Munson stated that cars were still speeding through the village and suggested some yellow rumble strips as a calming measure.

The Clerk advised this would be a scheme for the Local Highways Panel.

The Clerk reported the Community Protection Officers had carried out some speeding patrols in Tollesbury Road.

d) Website/Facebook Updates

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

23. Community Concerns – Information Exchange/Next Agenda Items

Cllr Young asked about the lime trees which are overhanging the pavement on Tollesbury Road.

Action: Clerk to write to resident to request that they are cut back.

Cllr Barwick reported that she had received some enquiries from residents as people were seen measuring the area of land behind the old doctor's surgery.

Action: Clerk to make further enquiries with Moat Housing.

Items for the next agenda:

- Library
- Recording Equipment
- Burial Ground gates quotation

24. Date of the next Meeting

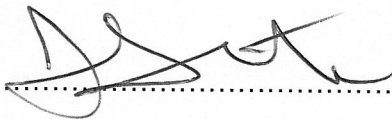
The next Parish Council meetings will be held on:

Friday 9th March 2018 – Extra-Ordinary Full Council Meeting – 7.30pm

Tuesday 27th March 2018 – Full Council Meeting – 7.30pm

The Chairman closed the meeting at 9.36pm.

Signed.....



Date:.....

9 March 2018