

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

**In the Chair:** Cllr Smith

**Clerk:** Michelle Curtis

**Also present:** 1 member of the public

**1. Welcome**

The Chairman welcomed everyone to the Meeting.

**2. Apologies for Absence**

All Members were present.

**3. Declarations of Interest**

There were no declarations of interest disclosed.

**4. District Councillors**

Neither were present as they were attending an Annual Meeting in the Goldhanger Parish.

**5. Public Forum**

A resident stated that he felt the Agenda was long and would cost a lot of money for the Clerk to print copies for all Councillors.

The Chairman advised Agendas are no longer printed as the projector displays the Agenda and relevant documents.

**6. Minutes**

**Minutes 30<sup>th</sup> October 2018**

**Resolved:** that the Minutes of the Parish Council Meeting on 30<sup>th</sup> October 2018 be approved as a true record of the Meeting. The Chairman signed the Minutes. Unanimously agreed.

**7. Finance**

**7.1 Monthly Financial Report**

The Financial Report were presented to the Council.

Councillors received the following monthly financial reports:

Bank Reconciliation – Closing balance of £30,815.93 as at 31<sup>st</sup> October 2018

Expenditure to date – Budget £22,423 – Actual £12,921

Income to date (including Precept (£19,223) £22,423 – Actual £20,095

Earmarked Funds – Closing Balance - £1,642.11

The Chairman signed the Report.

**7.2 Payments**

Items for payment totalling £1056.19 were presented for approval.

**Resolved:** to approve payments. Unanimously agreed.

**8. Precept 2019/20**

The Chairman presented the proposed budget for 2019/20.

**Action:** Councillors to submit any comments/suggestions regarding the proposed budget to the Clerk.

**Action:** Precept to be agreed at the first meeting in January.



## 9. Planning Planning Applications and Decisions

### Applications

- FUL/MAL/18/01331 PP-07400789  
Erection of equestrian stables and associated storage  
Land North East of Harley, Tudwick Road, Tolleshunt D'Arcy  
**Resolved:** Unanimously agreed to recommend refused of this Application due to the following:
  - No justification as to why additional stables are required as there are no horses known to be on the site.
  - No evidence provided as to why additional stables are required when there are 4 existing stables on this small site.
  - Concerns from local residents regarding the application.
  - Unusual height of structure for horse stabling.
  
- TCA/MAL18/01307  
Yew – Fell  
10 North Street, Tolleshunt D'Arcy  
**Resolved:** Unanimously agreed to recommend refused of this Application due to the following:
  - No justification for removing the tree
  - Damage to the street scene
  - Amenity value would be lost in the Village.
  
- TCA/MAL/18/01304  
Oak – lift crown by 5-5.5m. Remove all deadwood  
The Grey House, Chapel Road, Tolleshunt D'Arcy  
**Resolved:** to recommend approval of this Application. Unanimously agreed.
  
- TCA/MAL/18/01306  
3No. Lime – Re-pollard approximately 2-3m.  
86 Tollesbury Road, Tolleshunt D'Arcy  
**Resolved:** to recommend approval of this Application. Unanimously agreed.

### Appeals:

- None received.

### Planning decisions received from Maldon District Council:

- None received.

### Planning decisions from the Planning Inspectorate:

- None received.

## 10. Policies

### 10.1 Document and Document Retention Policy

Councillors carried out a review of the policy, there were no changes. Policy to be reviewed in November 2019.

### 10.2 Social Media Policy

Councillors carried out a review of the policy, there were no changes. Policy to be reviewed in November 2019.

## 11. Defibrillator

### 11.1 Quotations

The Clerk reported that unfortunately none of the quotations had yet not been received for the various models.

**Action:** Quotations to be discussed at the next meeting.

**Resolved:** by majority vote to have an unlocked cabinet for the defibrillator.

### 11.2 Funding

**Action:** Cllr Young to submit an application to the National Lottery for funding towards a second defibrillator.

## 12. Training

### 12.1 Training Policy

Cllr Barwick had amended the Training Policy as agreed at the previous meeting. Cllr Young stated that she felt the policy was wordy and could be reduced.

**Action:** Cllr Young to amend policy and forward to the Clerk to circulate to Councillors.

### 12.2 Clerk/Councillor Training

Cllr Young requested to attend the Local Services Funding Briefing on 5<sup>th</sup> February 2019. This is a free briefing.

**Resolved:** Cllr Young to attend the Local Services Fund Briefing.

## 13. Car Park – Recreation Ground

The Clerk advised the landowner had emailed the following statement:

“We are in the process of instructing another Solicitor to deal with the matter of the car park. We have other issues that have come up with Highways regarding Highways Rights over our land which is taking up a lot of our time and money at the moment. Please bear with us. The car park is still being used as a car park and this will continue to.”

## 14. Fund Request

**Resolved:** to provide £200 funding towards providing a Christmas lunch for those aged 65 and over and suggest that wine be provided.

## 15. Meeting Schedule

The Meeting Schedule for 2019 was agreed but the date of the Parish Annual Assembly would be considered again at the January Meeting.

Clerk to circulate dates to hold the Parish Annual Assembly.

**Action:** To include on the next Agenda – preparation for Annual Assembly.

## 16. Police

### Police Reports

The Police reports were received and noted.

## 17. Administration

Loneliness – Cllr Young reported she had contacted Tollesbury Surgery regarding holding coffee mornings but they did not wish to be involved.

Signage – The Clerk confirmed she had submitted an application to the Local Highways Panel for a sign to be installed at the entrance to D’Arcy Way to advise “NO THROUGH ROAD”

Parking – The Clerk reported she had drafted a letter regarding dangerous parking which had been distributed to Councillors.

**Action:** Councillors to place letter on such vehicles

TruCam – The Clerk reported TruCam was carried out in Tollesbury Road as requested. One vehicle was caught speeding.

18. **Working Group Reports**

19.1 **Burial Ground**

19.1.1 **Working Group Report – Cllrs Henderson and Scott**

Cllr Henderson reported that the Burial Ground was much tidier, the box hedge had been cut. The edge between the path and the grass needs defining.

19.2 **Recreation Ground**

19.2.1 **Monthly Inspection Report**

The Monthly Inspection report dated 22d November 2018 was received and noted.

19.2.2 **Working Group Report – Cllrs Munson and Young**

Cllr Munson reported he had spoken with Martin Smith and he would be providing a quotation for work to bring the Pavilion up to scratch.

The Clerk reported that she had met Kevin, a recommended builder/handyman, to have a look at various works in the Village Hall and Pavilion. Kevin would be submitting a quotation for the works.

Kevin had also suggested that the Parish Council could purchase tube lamps which would help with the damp issue and pipes freezing in the Pavilion. This would avoid the repeated loss of portable heaters.

**Action:** Clerk to purchase 3 tube heaters and arrange for them to be fitted.

19.3 **Highway/Footpaths**

19.3.1 **Working Group Report – Cllr Cook**

Cllr Cook reported as a result of the various objections to the proposed Footpath Diversions, a meeting will be held in the Summer with the Planning Inspectorate.

Cllr Cook to report the following potholes:

- D'Arcy Way
- On the bend in Beckingham Road

19.4 **Website / Facebook Updates**

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

19. **Community Concerns – Information Exchange/Next Agenda Items**

Cllr Munson requested that the Minutes of the Meetings are circulated as soon after the meeting as possible.

Cllr Barwick reported:

- She had attended a training course that day and had been advised that Councils should be making arrangements for when the Queen passes.

**Action:** Clerk to seek further advice from the District Councillors.

Items for the next agenda:

- Training Policy
- Defibrillator

It was **resolved** that having regard to the confidential nature of the business about to be transacted, the meeting be closed to the public and press, pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960.

20. **Employment Matters**

**Resolved:** to increase the Clerk's salary to SCP 34 with effect from 1<sup>st</sup> December 2018. To be reviewed November 2019.


It was **resolved** that the meeting be reopened to the public and press, pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960.



**21. Date of the next Meeting**

The next Parish Council Meeting will be held on:  
Tuesday 8<sup>th</sup> January 2018 – Full Council Meeting – 7.30pm

The Chairman closed the meeting at 9.12pm.

Signed.....

Date: 8 Jan 19.....