

TOLLESHUNT D'ARCY PARISH COUNCIL

Minutes of the ORDINARY MEETING held on JANUARY 5TH 2016 in the Village Hall Back Room.

Present

CHAIRMAN COUNCILLOR R. DENT
VICE CHAIRMAN: COUNCILLOR R. BIRKIN

Councillors: G. Munson, M. Coe, R. Scott, Mrs L. Barwick and Mrs D. Cook.

Ward member Councillor M. Thompson.

Two members of the public.

108. APOLOGIES FOR ABSENCE

Apologies for absence were received by ward member Councillor E. Bamford.

109. DECLARATIONS OF INTEREST WITH REGARD TO AGENDA ITEMS

No declarations of interest were declared.

110. PUBLIC PARTICIPATION WITH RESPECT TO ITEMS ON THE AGENDA

1. Proposed address from Hills Building Group. There should be a housing needs survey to see if there is a demand for low cost housing which will have to be on rural exception land.

111. MINUTES OF THE ORDINARY MEETING ON NOVEMBER 24TH 2015 AND SPECIAL MEETING ON NOVEMBER 30TH 2015.

It was noted the minutes referred to meeting in the sports hall and previously in the back room. It was decided to keep to referring to the room as the back room. The minutes were then agreed and signed.

112. TO RECEIVE INFORMATION ON MATTERS INCLUDED IN THE ABOVE MINUTES

85.3 Outside lights. The light on the corner of Kelvedon Road has still not yet been repaired. The clerk will contact the contractor again.

114.4 Fire and police service volunteers. There has been no progress in producing a poster.

113. PLANNING

1. Received decisions made by Maldon District Council.
No decisions have been received.

[Handwritten signature]
20-1-2016

2. Planning applications.

TCA/MAL/15/01229

T1 Maple- 8m crown reduction take in all round by 2m up to 8m. T3 Pear –Crown reduction by 2m take in by 1m all way around. T4 Apple – Crown reduction by 2m take in by 1m all way around. T5 Hawthorn – 3m crown reduction take in by 1m all way around.

Chip Hall, 11 Church Street, Tolleshunt D'Arcy

Councillors unanimously supported this application.

WTPO/MAL/15/01293

TPO/2/90 –A2: T1 Chestnut – Fell.

35 D'Arcy Way, Tolleshunt D'Arcy.

Councillors unanimously supported this application.

3. Receive information on planning appeals. No planning appeals required attention.

114. CORRESPONDENCE

1. Henry Smith Trust Fund. The annual distribution has been received. The trustees want to ensure the recipients qualify not only by age but also low financial means as the original interpretation of the trust provides. Councillors felt this is a delicate matter which cannot be easily resolved for the 2016 distribution. A working group was formed chaired by Councillor R. Birkin, and also consisting of Councillor R. Scott. The non-councillor distributors will also be invited to join the group.

115. THE LOCAL COUNCIL AWARDS SCHEME

The Chairman informed councillors that approximately 80 councils in Essex participate in the scheme. The aim of the scheme is to achieve a standard in administration, public engagement and councillor professional development. There are three levels: Foundation; Quality; Gold. The website needs development to achieve the standards. The cost for the foundation level is £100 which will include outside help and guidance. Involvement was proposed by Councillor R. Dent and seconded by Councillor Mrs L. Barwick. On being put to the vote it was decided by a majority to proceed. A working group was formed of Councillors R. Dent and Mrs L. Barwick.

116. FINANCE

1. The financial statement was approved and the following payments authorised:

To clerk:

Salary December	£335.70	
Burial fees	£55.00	
Total net of tax	£312.70	
Mileage 72 @45p	£32.40	£345.10
To HMRC		£78.00 PAYE
Bonz Garden Maintenance Ltd		£36.00 Outside shop area maintenance
Maldon District Council		£794.35 Election charges
Total	£1,253.45	

2. Village hall invoices. No invoices were presented for payment.

3. The parish precept for the year 2016/17. It was recognised that all households in the parish now pay towards the precept and also Maldon District Council are no longer passing on a proportion of the grant they receive from Parliament. Some adjustments are possible on the budget reducing the amount required together with the use of reserves. Accordingly it was agreed to set the precept at £16,700. It was agreed there will be an additional earmarked reserve of £5,000 for unforeseen major expenditure that may arise to the village hall.

4. EALC training courses. It was agreed that Councillor G. Munson can attend the Chairman's course.

117. RATIFICATION OF REVISED STANDING ORDERS & FINANCIAL REGULATIONS AND THE CODE OF CONDUCT.

1. Standing Orders. The revised standing orders had been circulated among councillors and comments invited. It was decided to leave the document as drafted but to include the existing provision that there will not normally be meetings in either August or December. Also, to allow filming, recording, and photographing a meeting subject to a declaration of intent at the start of the meeting.

2. Financial regulations. The revised document had also been circulated prior to the meeting. The provision for quarterly internal audit reports was removed. Also removed the requirement of a three year forecast for expenditure. The tendering limit will remain at £50,000. Three quotes to be obtained for work between £100 and £50,000.

3. Code of Conduct. This remains unchanged being that used by Maldon District Council and adopted by the parish council some years ago.

All three documents were adopted by the parish council.

118. NEIGHBOURHOOD WATCH

1. Defibrillator. The suggestion that this be purchased for the village will be included on the next agenda.

119. RECREATION GROUND

1. The new play equipment project. A consideration was put forward that the project be brought back within the parish council who could manage the installation.

2. Installation problems. Playdale have replied to the concerns raised. As it had only been received two hours before the meeting, it is to receive the parish council consideration.


120. HIGHWAYS

1. Danger from lorries. Councillor Mrs D. Cook is to measure the widths of roads and lorries to arrive at a road safety plan.

2. Parked vehicle. It was discussed how to resolve the issue of a large vehicle being regularly parked outside the shop for long periods but with no conclusion.

121. ANNUAL ASSEMBLY DATE

As the Chairman will be away during March and the usual date for the Annual Assembly, a date in April would be preferred. The hall bookings clerk will be consulted before a decision is made.



122. ADJOURNMENT OF THE MEETING⁴ FOR PUBLIC PARTICIPATION

The meeting was closed and re-opened. The ward member informed the meeting of the revised treatment of planning matters on the Maldon District Council website.

123. ITEMS FOR INFORMATION OR INCLUSION ON A FUTURE AGENDA

1. Presentation on affordable housing. It was decided to confirm the invitation for the meeting on January 26th. It will be before the ordinary meeting and will be open to the public so they may ask questions of the speaker.
2. Future recreation ground projects.
3. Provision of a defibrillator.

There being no further business, the Chairman closed the meeting at 9.13pm.


26-1-2016

**FINANCIAL STATEMENT
26/1/2016**

COMMUNITY ACCOUNT

Balance b/f after December cheques: £5,899.82.

Income:

Mrs Peel £10.00 Donation for the printing and delivery of personal agendas & minutes

Balance c/f: £5,909.82

**HENRY SMITH TRUST FUND
ACCOUNT**

Balance b/f: £85.27 Income to be transferred.

Income:

Interest 7/9 to 6/12 £0.18

Balance c/f: £85.45

BUSINESS SAVER ACCOUNT

Balance: £35,810.67

Income:

Interest 7/9 to 6/12 £4.54

Balance c/f: £35,815.21

PETTY CASH ACCOUNT

Balance b/f: £16.50

Expenditure: Nil

Balance c/f: £16.50

ACCOUNTS FOR PAYMENT

To clerk:

Salary December £335.70

Total net of tax £268.50

Mileage 72 @45p £32.40

To HMRC

Bonz Garden Maintenance Ltd

Total

£300.90

£67.20 PAYE

£36.00 Outside shop area maintenance

£404.10

M. J.
26-1-2016