

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

In the Chair: Cllr Smith

Clerk: Michelle Curtis

Also present: 3 members of the public

1. Welcome

The Chairman welcomed everyone to the Meeting.

2. Apologies for Absence

There were apologies for absence from Cllr Scott.

There were also apologies for absence from District Councillors Bamford and Thompson.

3. Declarations of Interest

There were no declarations of interest disclosed.

4. District Councillors

There were no District Councillors present.

5. Public Forum

Two residents reiterated their concerns in their email which had been sent to the Parish Council regarding traffic/speeding in the village particularly near the school.

It was agreed bring forward Agenda item **12** next.

12. Speeding Issues

12.1 Email from residents regarding speeding in the village

The email was received and noted.

The Chairman explained the Parish Council had entered into a Service Level Agreement with the Maldon District Council Community Protection Officers who can operate TruCam and speeding patrols had been carried out.

12.2 Scheme for Local Highways Panel

It was agreed to form a Working Group to produce a scheme which represents a comprehensive package of measures to fundamentally reduce the speed of traffic and provide a safer environment for all road users and pedestrians in the Village.

Cllrs Barwick (if available), Henderson and Scott (subject to his agreement), the Clerk and the two residents agreed to be part of the Working Group with a view to submitting a draft proposal which could be presented at the Annual Parish Meeting on the 15th March 2019.

Action: Clerk to arrange a meeting of the Working Group.

6. Minutes

Minutes 8th January 2019

Resolved: that the Minutes of the Parish Council Meeting on 8th January 2019 be approved as a true record of the Meeting. The Chairman signed the Minutes. Unanimously agreed.



**7. Finance
Payments**

Items for payment totalling £818.33 were presented for approval.
Resolved: to approve payments. Unanimously agreed.

**8. Planning
8.1 Planning Applications and Decisions**

Applications

- None received.

Appeals:

- None received.

Planning decisions received from Maldon District Council:

- None received.

Planning decisions from the Planning Inspectorate:

- None received.

8.2 Correspondence – The Old Bakery, North Street

The letter from the resident regarding the trees which are overhanging his property and blocking the sunlight in D'Arcy Way was received and noted.

The Chairman reported Cllr Scott had visited the resident's property to view the trees and agreed that there was a significant problem and sympathised with the resident.

As the Parish Council has no powers to address such issues, it was agreed to find out via the District Councillors who the resident needs to approach at Maldon District Council regarding this matter.

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

**9. Training
Clerk/Councillor Training**

There were no requests for training.

10. Annual Parish Meeting

Councillors agreed the Agenda/format for the Annual Assembly.

The Clerk advised that Adrian Rayner, Maldon District Council – Community Protection Officer, would also be attending the Meeting.

11. Policies and Procedures

The Parish Council reviewed the following Policies and Procedures:

- a) Standing Orders

Resolved: to adopt the Standing Orders which had been brought in line with the Model Standing Orders 2018.

- b) Financial Regulations

Resolved: to adopted the Financial Regulations which had been amended to bring in line with changes to Legislation with regards to Contracts.

- c) Freedom of Information – Publication Scheme
Reviewed – no changes.

- d) Compliments and Complaints Procedure
To be deferred to the next Meeting.

- e) Media Policy
Reviewed – no changes.



- f) Grievance Procedure
To be deferred to the next Meeting.
- g) Training Policy
Resolved: to adopt the new Training Policy.

It was agreed that Policies would be reviewed every 3 years with the exception of the Standing Orders and Financial Regulations which would be reviewed annually. Future Reviews of Policies will be staggered throughout the year.

13. Defibrillator

Cllr Young reported that she had received a donation of £125 towards the defibrillator.

Action: Clerk to write to donor to thank them for their contribution.

Action: Cllr Young to submit application to Awards for All – Lottery Funding, for the Zoll3 Defibrillator.

14. Police

Police Reports

The Police reports were received and noted.

Cllr Young suggested that the Parish Council reconsider having a Special Constable for the Parish.

Action: Clerk to look into further and report back at the next Meeting.

15. Administration

Pavilion – The Clerk advised she had arranged to meet ABCO Electrical the following day to discuss installation of the heaters in the Pavilion.

16. Working Group Reports

16.1 Burial Ground

16.1.1 Working Group Report – Cllrs Henderson and Scott

Cllr Henderson advised there was a large pothole outside the Burial Ground.

Cllr Cook advised she had reported the pothole to Essex County Council but would chase up.

16.2 Recreation Ground

16.2.1 Monthly Inspection Report

The Monthly Inspection Report dated 09/01/19 was received and noted.

The Clerk advised she had asked Peter Clarke, from Maldon District Council, for advice on the replacement part for the Horse Rider play equipment, as the company who supplied it are no longer trading.

Cllr Munson advised that the wood from the tree which had been partially cut down was lying on the ground.

Action: Clerk to request that Peter Clarke arrange for it to be removed.

16.2.2 Working Group Report – Cllrs Munson and Young

There were no issues to report.

16.3 Highway/Footpaths

16.3.1 Working Group Report – Cllr Cook

Cllr Cook advised there were no issues to report.

16.3.2 Letter from Planning Inspectorate - Public Path Diversion Orders in the District of Maldon, Footpath 7 Little Totham and Footpath 2 Tolleshunt D'Arcy and Footpaths 4 and 5 Tolleshunt D'Arcy regarding an enquiry to be held.

Cllr Cook advised she had notified the Planning Inspectorate of her availability over the next 11 months.

16.3.3 Correspondence – D’Arcy Way

The letter from the resident regarding the ‘hammerhead’ in D’Arcy Way was received and noted.

The Chairman advised he had discussed the correspondence with District Councillor Thompson. As the Parish Council has no powers regarding Highways, it was suggested that the resident approach Essex County Council Highways.

Action: Clerk to write to the resident to suggest they contact Highways to raise their concerns.

16.4 Website / Facebook Updates

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

17. Community Concerns – Information Exchange/Next Agenda Items

There were no items suggested for the next Agenda:

18. Date of the next Meeting

The next Parish Council Meeting will be held on:
Tuesday 26th February – Full Council Meeting – 7.30pm

The Chairman closed the Meeting at 8.36pm.

Signed.....

Date:.....26 Feb 2019.....