

Present: Cllrs Barwick, Brown, Dorman, Henderson, Munson, Scott

In the Chair: Cllr Smith

Clerk: Michelle Curtis

Also Present: District Councillor Thompson.
2 Members of the Public

1. Welcome

The Chairman welcomed everyone to the Meeting.

2. Apologies for Absence

All Councillors were present.

3. Declarations of Interest

There were no declarations of interest disclosed.

4. District Councillors

Cllr Thompson - no new information to report.

5. Public Forum

The two residents reported that it had been brought to their attention that a parcel of land behind the old Doctors Surgery had been sold by Moat to the homeowner. It is understood that the land will be used for an additional garden area and the owner will also put in a driveway.

Cllr Thompson agreed to investigate further on behalf of the residents:

- 1) Can Moat sell the land? Has the land been sold?
- 2) Has the land been changed from amenity to garden?
- 3) Is planning permission required to erect a fence and install a driveway?

6. Minutes

Minutes 7th January 2020

Resolved: that the Minutes of the Parish Council Meeting held on 7th January 2020 be approved as a true record of the Meeting. Unanimously agreed. The Chairman signed the Minutes.

7. Finance

Payments

Items for payment totalling £1423.95 were presented for approval.

Resolved: to approve payments. Unanimously agreed.

8. Planning

Planning Applications and Decisions

– **Planning Applications:**

Application No: WTPO/MAL/19/01303 PP-08369418

Proposal: T1 Walnut - prune to reduce by 2.5 linear metres to previous Pollard points

Location: Badgers Salters Meadow Tolleshunt D'Arcy Essex

Resolved: to recommend approval of this Application. Unanimously agreed.

Appeals: None received.



- **Planning Decisions:** To note decisions made by Maldon District Council.
HOUSE/MAL/19/01216 – 25 Chapel Road - **Refused**
FUL/MAL/19/00985 - Land Adjacent 41 D'Arcy Way – **Approved**
HOUSE/MAL/19/01246 & LBC/MAL/19/01247 - Maypole House North Street - **Approved**
- **Planning Appeals Decisions:** None received.

The Chairman advised following the last meeting, the Clerk had submitted the additional comments to the Planning Inspectorate regarding the Appeal for the Land Adjacent 86 Tollesbury Road.

9. Training

The Clerk had circulated the Annual EALC Training Calendar. The Chairman urged Councillors to attend training courses.

There were no requests for training.

10. Policies and Procedures

10.1 Standing Orders

The following amendments were made to the Standing Orders:

Item 15 (b) (ix)

Was – liaise, as appropriate, with the Council's Data Protection Officer;

Changed to – liaise, as appropriate, with the Council's Data Protection Officer (if there is one);

Item 21 (a)

Was – The Council shall appoint a Data Protection Officer

Changed to - The Council may appoint a Data Protection Officer.

Item 18 (c)

Was – A public contract regulated by the Public Contracts Regulations 2015 with an estimated value in excess of £25,000 but less than the relevant thresholds in standing order 18(f) is subject to Regulations 109-114 of the Public Contracts Regulations 2015 which includes a requirement on the Council to advertise the contract opportunity on the Contract Finder website regardless of what other means it uses to advertise the opportunity.

Changed to - A public contract regulated by the Public Contracts Regulations 2015 with an estimated value in excess of £25,000 but less than the relevant thresholds in standing order 18(f) is subject to Regulations 109-114 of the Public Contracts Regulations 2015 which includes a requirement on the Council to advertise the contract opportunity on the Contract Finder website regardless of what other means it uses to advertise the opportunity unless it proposes to use an existing list of approved suppliers (framework agreement).

Resolved: to adopt the amended Standing Orders.

10.2 Financial Regulations

The following amendments were made to the Financial Regulations:

Item 11.1 (ii)

Was – for specialist services such as are provided by solicitors, accountants, surveyors and planning consultants;

Changed to - for specialist services such as are provided by legal professionals acting in disputes;

Resolved: to adopt the Financial Regulations which had been brought in line with the Model Financial Regulations 2019.

10.3 General Data Protection Regulation (GDPR)

Resolved: to use the Maldon District Council Data Protection Officer, providing this service is still available, up to a maximum of £200 per annum. Unanimously agreed.

11. Tolleshunt D'Arcy Village Hall

Cllr Barwick reported the following:

- There is a slight delay on the Planning Application, there are some minor issues to resolve.
- The Committee has taken on the comments raised at a previous Parish Council Meeting and will more widely publish information on the funds that have been raised.
- So far £14,000 has been raised via funding and £14,000 via community funding. Once £50,000 has been raised, a fundraising thermometer will be put up in the Village Hall.
- Monthly Community fundraising events have been arranged.
- A funding application will be submitted to the National Lottery in March. Further funding applications will be submitted once planning permission has been granted.

12. Annual Parish Meeting

Resolved: subject to availability of the Village Hall, to hold the Annual Parish Meeting on Friday 27th March 2020. Unanimously agreed.

13. Tommy Silhouette

Resolved: to display the Tommy Silhouette in November/December.

14. Maldon District Council – Amended Affordable Housing and Viability SPD

Notification from Maldon District Council that the Amended Affordable Housing and Viability SPD was adopted on 19th December 2019 was received and noted.

15. Consultation

15.1 Recreational disturbance Avoidance and Mitigation Strategy

The Essex County Council Recreational disturbance Avoidance and Mitigation Strategy (RAMS) Supplementary Planning Document (SPD) Consultation was received and noted.

There were no comments from the Parish Council.

16. Administration

There was no new information to report.

17. Representative Reports

17.1 Burial Ground

17.1.1 Update from Cllrs Brown, Henderson and Scott

The Clerk reported that a resident had expressed concern that during heavy rainfall, the water was running on her husband's grave.

Action: Cllrs Brown and Scott to investigate further.

The Chairman reported that an application had been received for a memorial in the Burial Ground which was very different from the existing memorials.

Action: Cllrs Brown, Henderson and Scott and the Parish Clerk to meet with the applicant to discuss further.

Action: Burial Ground Representatives to carry out a review of the Rules and Regulations for the Burial Ground.

17.2 Recreation Ground

17.2.1 Update from Cllrs Brown, Dorman and Munson

There was no new information to report.

17.2.2 Monthly Play Equipment Inspection Report

The Chairman had not carried out the inspection but would ensure an inspection was carried out before the next meeting.

17.3 Highway/Footpaths

17.3.1 Update from Cllr Henderson

Cllr Henderson advised there were no issues to report.

Cllr Scott advised that he had reported the street nameplate for South Street which had been tied to a tree to Essex County Council. As the nameplate was still in place, they would not proceed any further at this stage.

Action: Clerk to write to the resident who took out the name plate when removing a tree and request that they reinstall in.

17.4 Road Safety Initiatives Working Group

Cllr Scott advised that meeting that had been scheduled was cancelled as the additional reports from Essex County Council had not been received. The meeting will be rescheduled.

17.5 Website / Facebook Updates

17.5.1 Website/Facebook

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

18. Community Concerns – Information Exchange/Next Agenda Items

There were no Community Concerns.

19. Date of the next Meeting

The next Parish Council Meeting will be held on:

Tuesday 25th February 2020 – Full Council Meeting - 7.30 pm

The Chairman closed the Meeting at 8.54 pm.

Signed.....

Date: 25 Feb 20