

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

In the Chair: Cllr Smith

Clerk: Michelle Curtis

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

There were no District Councillors present.

5. Public Forum

There were no members of the public present.

6. Minutes

Minutes 25th February 2020

Resolved: that the Minutes of the Parish Council Meeting held on 25th February 2020 be approved as a true record of the Meeting. Unanimously agreed.

The Chairman to sign the Minutes as soon as possible.

7. Finance

7.1 Monthly Financial Report

The Financial Reports were presented to the Council.

Councillors received the following monthly Financial Reports:

Bank Reconciliation – a Closing balance of £25,149.12 as at 31st March 2020

Expenditure to date – Budget £30,159 – Actual £24,654

Income to date (including Precept (£20,530) £23,530 – Actual £24,929

Earmarked Funds – Closing Balance - £7,452.55

The Chairman to sign the Reports as soon as possible.

It was agreed to carry forward the following budgets into 2020/21:

Data Officer - £150

Training - £875

7.2 Payments

Resolved: to ratify payment totalling £2,802.53. Unanimously agreed.



8. Planning Planning Applications and Decisions

Planning Applications:

Councillors ratified their decision for the following Planning Application:

Application No: HOUSE/MAL/20/00201 PP-08519194

Proposal: Single storey rear extension, single storey side extension

Location: 25 Chapel Road Tolleshunt D'Arcy

Resolved: The application mentions a cart lodge/garage but this is not shown on any of the plans. Providing there is no impact on number 27 we would recommend approval of this Application.

Application No: WTPO/MAL/20/00166 PP-08497840

Proposal: Re-pollard Holm Oak removing approximately 4 metres of new growth. Lift canopy of Box tree to provide a 3 metre clearance.

Location: Darcy House 1 South Street Tolleshunt D'Arcy

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

– **Appeals:**

The Clerk reported that there would be a public appeal hearing for the appeal for 23 houses on the land adjacent to 86 Tollesbury Road would

– **Planning Decisions:** None received.

– **Planning Appeals Decisions:** None received.

The Chairman reported that a resident had received an email from the Maldon District Council Enforcement Team regarding the land at Festival Gardens. The Enforcement Team advised they had conducted a site visit and confirmed they had identified a breach of planning control. They explained breach of planning control are not illegal and the Council are duty bound to contact and negotiate with the owners to remove or in some cases regularise the breach before taking enforcement action and this can therefore take some time to conclude.

9. Training

All training courses arranged by the EALC had been cancelled until further notice.

10. COVID-19

The Chairman reported the Tolleshunt D'Arcy Volunteers Group was working well with good systems and working practices in place. Assistance has been provided to residents in the form of collecting shopping, prescriptions and posting of letters.

Tolleshunt Knights do not have a local hub and the Tolleshunt D'Arcy Volunteer Group will provide assistance to residents in Tolleshunt Knights.

11. Asset Register

Councillors reviewed the Asset Register.

The value of the assets at the end of March 2020 were £206,011.49, an increase of £4,329.78 compared to March 2019 (purchase of new fence between the Recreation Ground and the Primary School).

12. Risk Management

Councillors reviewed the Risk Assessment and Management Document.

The Clerk confirmed she had updated the review dates.

- 13. Telephone**
Resolved: to ratify the decision to provide the Parish Clerk with a mobile phone costing £24 per month plus VAT from British Telecom. Unanimously agreed.
- 14. Zoom Conferencing**
Resolved: to ratify the decision to sign-up to Zoom Conferencing to enable the Parish Council to continue their business virtually. The cost is £11.99 plus VAT per month.
- 15. Police/Maldon District Council – Community Protection Officers (CPOs)**
- 15.1 Police Reports**
The Police Reports were received and noted.
- 15.2 Community Protection Officers (CPOs) Report**
The Report for February was received and noted.
- During the CPOs Patrols in February, a total of 9 drivers were captured with the TruCam for speeding.
- The Clerk advised during this period the CPOs are unable to carry out TruCam Patrols but can carry out other duties i.e. dog fouling, litter collection if required.
Councillors agreed not to use the services of the CPOs until TruCam was operation.
- 16. Administration**
No new information to report.
- 17. Representative Reports**
- 17.1 Burial Ground**
- 17.1.1 Update from Cllrs Brown, Henderson and Scott**
It was reported that the grass in the Burial Ground needed cutting.
Action: Clerk to contact Maldon District Council to find out if their grounds maintenance teams were still working.
- If the Grounds Maintenance Teams are unable to cut the grass, Cllrs Brown and Scott agreed to cut the grass in the Burial Ground.
- 17.2 Recreation Ground**
- 17.2.1 Update from Cllrs Brown, Dorman and Munson**
The Chairman reported due to COVID-19, the play area and gym had been closed until further notice. The Recreation Ground remains open.
- Cllr Dorman agreed to replace the backstops in the play area gates.
- 17.3 Highway/Footpaths**
- 17.3.1 Update from Cllr Henderson**
Cllr Henderson reported the new footpath around Festival Gardens was being used regularly
- 17.3.2 Essex County Council Highways**
The Essex County Council Highways Highlights March 2020 was received and noted.
- 17.4 Website / Facebook Updates**
- 17.4.1 Website/Facebook**
The Clerk to update website/Facebook with new Parish Council telephone number once the new phone had been received.
- 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 31st March 2020 – Full Council Meeting - 7.30 pm

The Clerk reported due to COVID-19 the Annual Statutory Meeting of the Parish Council would be delayed.

The Chairman closed the Meeting at 8.15 pm.

Signed..........

Date:.....1. MAY 2020.....