

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

There were no apologies for absence, all members were present.

3. Declarations of Interest

There were no declarations of interest disclosed.

4. County Councillor and District Councillors

There were no County Councillors or District Councillors present.

5. Public Forum

There were no members of the public present.

6. Minutes

Minutes 24th November 2020

Resolved: that the Minutes of the Virtual Parish Council Meeting held on 24th November 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 as at 30th November 2020:

Bank Reconciliation – a Closing balance of £43,273.71

Expenditure to date – Budget £25,340 – Actual £15,365

Income to date (including Precept (£21,515) £24,315 – Actual £33,883

Earmarked Funds – Closing Balance - £11,252.55

The Chairman to sign the Reports as soon as possible.

7.2 Payments

Items for payment totalling £2,741.61 were presented for approval.

Resolved: to approve payments. Unanimously agreed.

8. Precept 2021/22

Resolved: to set the 2021/20 precept at £21,515. This was the same as 2019/20.

9. Banking Arrangements

Resolved: to apply to Unity Trust Bank for a Paying-in Card which will enable the Clerk to pay cash into the local Post Office Branch. Unanimously agreed.

10. Planning

Planning Applications and Decisions

– **Planning Applications:**

Resolved: to ratify the decision for the following Planning Application:

Application No: TCA/MAL/20/01228

Proposal: Proposal to reduce the two lowest limbs on the tree by 2m and thin out by 20%

Location: Adjacent D'Arcy Shop South Street Tolleshunt D'Arcy

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

– **Appeals:** None received

– **Planning Decisions:**

HOUSE/MAL/20/00651 & LBC/MAL/20/00652 – 10 Kelvedon Road – **Approved**

HOUSE/MAL/20/01131 – 29 D'Arcy Way – **Approved**

AGR/MAL/20/01172 – Great Tucketts Farm, Tudwick Road - **Approved**

– **Planning Appeals Decisions:** None received

11. Training

There were no requests for training.

12. COVID-19 – Update

As we have moved into a national lockdown, it was agreed to re-leaflet the parish to remind residents that the Volunteers were available should assistance be required. The cost of the leaflets would be approx. £30.

It was requested that details of the Henry Smith Trust were included on the leaflet to let residents know there is financial help available if needed.

13. Recreation Ground – Fencing

Fencing

Resolved: to accept the quotation from Gamart Engineering for £9,200 + VAT to remove the existing fence and replace with 1.2m high bow-top fencing and gates. Unanimously agreed.

14. Litter Bin

The Clerk reported she had received a quotation from Maldon District Council for an additional litter bin for the entrance to the footpath at the Harvesters. Costs as follows:

Bin - £152.55 plus VAT

Emptying per annum - £42.96 + VAT

Installation costs – To be confirmed

Resolved: to proceed with the purchase and installation of the new bin providing the installation costs do not exceed £200. Unanimously agreed.

15. Noticeboard

Resolved: to accept the quotation from Greenbarnes for a man-made timber 9 x A4 bay noticeboard costing £1718.65 + VAT. Agreed by the majority.

16. Action Plan 2021

Resolved: to adopt the Action Plan for 2021 as follow:

- 1) To attain the next level in the Local Council Quality Scheme. This will require some work but little monetary cost and should be achievable now that the main issue of us having too many adopted members (now we are all elected) has been resolved. I am hopeful that Cllr. Barwick will agree to again lead on this.
- 2) Improvements to the Play Area adding to the already discussed new fencing and gates with screening to the rear fence to enhance the aesthetics.
- 3) Installation of an outdoor table tennis facility in between the youth shelter and the outside gym. We originally discussed this being sited within the play area but as it is intended for older children and even adults it would seem better to have it away from the much younger children.
- 4) Elsewhere in the recreation ground to have the goalposts rubbed down and repainted and the surface to the car park entrance repaired.
- 5) Redecoration of the Pavilion internally and externally. This will be appropriate as we are likely to be using the Pavilion more once work starts on the new village hall.
- 6) Improving the village street scene by:
 - 6.1) Completing the already agreed refurbishment of the Maypole
 - 6.2) Completing the already agreed work beneath the rookery outside the school.
 - 6.3) Installing new notice board in the village (and in Tudwick) and upgrading the area around the village noticeboard to make it more attractive.
- 7) Supporting residents in their attempts to obtain protection for wildlife etc. in Champions Wood.
- 8) Identify and implement any suitable improvements to the Burial Ground.
- 9) Complete the installation of the already acquired defibrillator in the phone box.
- 10) Produce and distribute a regular newsletter. This will likely be required in the achievement of item 1.

17. South Street

The correspondence between a resident and the Parish Clerk concerning parking was received and noted. The resident had also expressed concern regarding the ash tree which was next to her property. The Clerk had suggested that the resident attend a meeting of the Parish Council should she wish to discuss further.

Councillors had a lengthy discussion regarding the parking issues in the village and discussed a plan to try to improve the situation. The following plan was suggested:

1. Members of the Road Safety Working Group take photographs of serious examples of the problem.
2. The Clerk formally reports the issue to the police using the above photographs
3. If no action is taken/improvement made the Clerk repeats complaints for 3 consecutive months.
4. If no improvement is made, the Parish Council applies for double yellow lines to be installed.

The Parish Council do not want to start installing yellow lines around the village but if situations do not improve, it may be necessary.

It was reported signage has been installed on the wall at Chapel Road asking residents to not park along the wall near the junction. This will be monitored.

It was suggested that the area near the church could be turned into a formal layby for parking.

Action: Clerk to look into further.

18. Police/Community Protection Officers (CPOs)

18.1 Police Report

There Police Reports (confidential) were received.

18.2 Community Protection Officers (CPOs)

18.2.1 The CPO Report for November 2020 was received and noted.

During the CPOs Patrols in November, there were a total of 8 drivers captured with the TruCam for speeding.

18.2.3 CPO Community Engagement Survey

Members were happy with the service of the CPOs. Chairman and Clerk to formulate a response to the survey.

19. Administration

Relocation of Noticeboard – Tudwick Road – The Clerk advised that she had emailed Highways regarding the relocation of the noticeboard and was awaiting a response.

20. Representative Reports

20.1 Burial Ground

20.1.1 Update from Cllrs Brown and Henderson

No issues to report.

20.2 Recreation Ground

20.2.1 Update from Cllr Brown and Munson

No issues to report.

20.3 Highway/Footpaths

20.3.1 Update from Cllr Henderson

No issues to report.

20.4 Road Safety Initiative

20.4.1 Cllr Scott reported following the survey at the request of the Working Group, the only road identified as having a speeding issue is Tollesbury Road and it

has been suggested that the 30mph could be extended on Tollesbury Road. This proposal has been submitted by the Highways Department to the Local Highways Panel for consideration.

Resolved: to request that the 30mph speed limit is extended as far as possible down Tollesbury Road.

21. Community Concerns – Information Exchange/Next Agenda Items

No issued raised.

22. Employment Matters

Resolved: to increase the Clerk's Office Allowance to £26 per month in line with the changes from HMRC effective from April 2020.

Action: Clerk to ask the Parish Councils Insurers, Came and Company, whether the Parish Councils Public Liability Insurance cover the Clerk working from home.

23. Date of the Next Meeting

The next Parish Council Meeting will be held on:

Tuesday 26th January 2021 – Full Council Meeting – 7.30 pm

The Chairman closed the Meeting at 8.44 pm.

Signed.....

Date:.....