

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

In the Chair: Cllr Smith

Clerk: Michelle Curtis

Also Present: District Councillor Thompson

1. Welcome

The Chairman welcomed everyone to the Meeting.

2. Apologies for Absence

There were apologies for absence from Cllrs Dorman.

3. Declarations of Interest

There were no declarations of interest disclosed.

4. County Councillor and District Councillors

There was no new information reported by Cllr Thompson.

5. Public Forum

There were no members of the public present.

6. Minutes

Minutes 30th March 2021

Resolved: that the Minutes of the Virtual Parish Council Meeting held on 30th March 2021 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 of 31st March 2021:

Bank Reconciliation – a Closing balance of £39,092.44

Expenditure to date – Budget £25,540 – Actual £20,020

Income to date (including Precept (£21,515) £24,315 – Actual £36,757

Earmarked Funds – Closing Balance - £8,719.58

The Chairman to sign the Reports as soon as possible.

7.2 Payments

Items for payment totalling £1,747.26 were presented for approval.

Resolved: to approve payments. Unanimously agreed.

8. Asset Register

Councillors reviewed the Asset Register.

The value of the assets at the end of March 2021 was £209,170.14, an increase of £3,158.65 compared to March 2020 (purchase of new noticeboard and defibrillator).

Resolved: to add the new items purchased to the insurance policy.

9. Risk Assessment

Councillors reviewed the Risk Assessment and Management Document.

The Clerk confirmed she had updated the review dates.

The only other change was as follows:

Assets – Play Area

Weekly safety checks had been amended to monthly safety checks.

Resolved: to accept the revised Risk Assessment and Management Document.

Unanimously agreed.

10. Accounts 2020/21

The Clerk presented the accounts for 2020/21.

Resolved: to approve the 2020/21 accounts, subject to internal audit. Unanimously agreed.

The Annual Governance and Accountability Return was completed as follows:

Section 1 – Annual Governance Statement 2020/21

Section 1 was completed and approved by the Council. This was signed by the Clerk. To be signed by the Chairman as soon as possible.

Section 2 – Account Statements 2020/21

Section 2 was completed and signed by the Clerk, as the Responsible Financial Officer. To be signed by the Chairman as soon as possible.

11. Planning

Planning Applications and Decisions

– Planning Applications:

Application No: HOUSE/MAL/21/00244 PP-09605641

Proposal: Replacement outbuilding to rear of garden to provide car garaging, gym and workspace incidental to use of main dwelling house

Location: 25 Chapel Road Tolleshunt D'Arcy

Resolved: Agreed by the majority to recommend refusal of this planning application due to the following

- Size, scale and bulk of the proposal.
- The vehicular access will have a detrimental effect on the neighbouring property.

Cllr Munson asked for it to be noted that he voted in favour of the proposal.

Application No: TCA/MAL/21/00373

Proposal: T1 Thuja - Fell

Location: 3 North Street Tolleshunt D'Arcy

Resolved: Unanimously agreed to recommend refusal of this planning application due to the following

- The Parish Council wishes to preserve trees in the conservation area.

Application No: HOUSE/MAL/ 21/00380 PP-09719449

Proposal: Ancillary leisure outbuilding

Location: Grove Cottage Tudwick Road, Tiptree

Resolved: Unanimously agreed to recommend refusal of this planning application due to the following

- The height of the proposal would be an intrusion into the open countryside.

The Chairman reported that Cllr Thompson had confirmed that the fence on the corner of D'Arcy Way and Tollesbury Road had been passed to Enforcement at Maldon District Council.

- **Planning Appeals Decisions:** None received
- **Planning Decisions:** None received
- **Planning Appeal Decisions:** None received

12. Training

There were no requests for training.

The Chairman reported that he had tried to renew his qualification for Routine playground Inspections but the only courses available were in Swindon or Dorset. The RPII has agreed to extend his current certification for a further year and it is hoped a local renewal course will be held soon.

13. COVID-19 – Update

Volunteers continue to be on standby should residents require any assistance.

14. Litter Picking

Resolved: to purchase additional equipment for litter picking costing £137.40. Unanimously agreed.

15. Adobe

The Clerk reported that she had tried the programmes suggested by Cllr Thompson at the previous meeting but they did not meet the needs of the Parish Council.

Resolved: to sign up for a monthly subscription for Adobe Pro to enable the Clerk to edit and organise pages in PDF files. The cost is £15.17 inclusive of VAT per month. Unanimously agreed.

16. Horticultural Show

Resolved: to grant permission for the use of the Recreation Ground to hold the Horticultural show on 3rd July 2021 providing they comply with COVID legislation in place at that time. The Recreation Ground will also be needed on Friday 2nd July for the erection of the marquee through to Sunday 4th July 2021.

The Pavilion will be also be used on 2nd and 3rd July 2021. Unanimously agreed.

Cllr Barwick reported that the Pavilion had been left in a very messy state by the footballers and this needed to be sorted out.

Action: to be looked into further and the Clerk to make contact with the football teams and require them to clean the Pavilion.

17. Police/Community Protection Officers (CPOs)

17.1 Police Report

There were no Police Reports received.

17.2 Community Protection Officers (CPOs)

The CPO Report for March 2021 was received and noted.

During the CPOs Patrols in March, there were a total of 9 drivers captured with the TruCam for speeding.

18. Administration

Virtual Meetings – The Clerk reported that there has been no update from the Government regarding remote meeting powers being extended after 7th May 2021.

Maypole – The Clerk advised that works to the Maypole are due to be carried out within a few weeks.

19. Representative Reports

19.1 Burial Ground

19.1.1 Update from Cllrs Brown, Henderson and Scott

No issues to report.

19.2 Recreation Ground

19.2.1 Update from Cllr Brown, Dorman and Munson

Cllr Brown reported that the rubber mat for the bottom of the slide had been delivered.

Action: Clerk to order pegs to secure the mat.

The Clerk reported that she had received a letter from a resident expressing concern that people were gaining access to the farmer's field adjacent to the Recreation Ground.

Members agreed that this was not the responsibility of the Parish Council.

The landowner had not expressed concern with people entering his property and should the Parish Council decide to secure the boundary, it would have a significant impact on the Parish Councils finances.

The Clerk advised that a resident has requested to hire the Pavilion on 29th August for her annual childminders leaver's party and to celebrate 30 years of childminding in the village. They would also like to hire a mobile bar.

Resolved: to allow the Pavilion to be used on 29th August with a mobile bar providing the necessary licenses are obtained by the hirer.

19.3 Highway/Footpaths

19.3.1 Update from Cllr Henderson

Cllr Henderson reported:

- The litter bin in Festival Gardens was due to be installed the following Thursday.

Cllr Munson reported that a resident had contacted him regarding another resident whose dog was fouling in Chapel Road. Cllr Munson requested that any information should be passed on to him or the Clerk.

20. Community Concerns – Information Exchange/Next Agenda Items

No new information.

21. Date of the Next Meeting

The next Parish Council Meeting will be held on:

Thursday 6th May 2021 – Full Council Meeting – 6.30 pm – via Zoom

The Chairman closed the Meeting at 9.00 pm.

Signed.....

Date:.....