

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

**In the Chair:** Cllr Barwick – Vice Chairman

**Clerk:** Michelle Curtis

**Also Present:** 2 Members of the Public

**1. Welcome**

The Vice-Chairman welcomed everyone to the meeting.

**2. Apologies for Absence**

There were apologies for absence from Cllr Smith - Chairman.

There were also apologies for absence from District Councillor Thompson.

**3. Declarations of Interest**

There were no declarations of interest declared.

**4. County Councillor and District Councillors**

There were no County or District Councillors present.

**5. Public Forum**

Two residents advised that in the recent Newsletter they had noted that the Parish Council were trying to address some of the issues with regards to traffic/parking. The residents advised that there were issues with vehicles speeding through North Street when coming from South Street and Kelvedon Road, making it dangerous for cars pulling off their drive onto North Street. They had noted that the Parish Council were considering yellow lines and stated they did not think yellow lines were suitable as it could affect the business in the pub and the shop.

**Action:** Clerk to ask Maldon District Council if North Street could be added to the TruCam Speeding Patrols.

**Action:** Clerk to publicise the TruCam captures on the Parish Council Facebook Page.

**6. Minutes**

**Minutes 26<sup>th</sup> October 2021**

**Resolved:** The Minutes of the Parish Council Meeting held on 26<sup>th</sup> October 2021 be approved as a true and accurate record of the meeting. Unanimously agreed.

The Vice-Chairman signed the Minutes.

**7. Finance**

**7.1 Monthly Financial Report**

The Financial Reports were presented to the Council.

Councillors received the following monthly Financial Reports as of 31<sup>st</sup> October 2021:

Bank Reconciliation – a Closing balance of £36,906.51

Expenditure to date – Budget £25,014 – Actual £24,673

Income to date (including Precept (£21,515) £25,015 – Actual £24,271

Earmarked Funds – Closing Balance - £5,838.60 – Net Transfers -£2,880.98

The Vice-Chairman signed the Reports.

## 7.2 PO Box Address

**Resolved:** to ratify the decision to contribute £60 to Tollesbury Parish Council for the PO Box address for the Parish Clerk.

## 7.3 Sweet Donation

**Resolved:** to ratify the decision to purchase sweets to the value of £20 towards the Village Santa visit on 23<sup>rd</sup> December 2021.

## 7.4 Payments

Items for payment totalling £3,019.94 were presented for approval.

**Resolved:** To approve payments. Unanimously agreed.

## 8. Budget Precept 2022/23

The proposed precept at £21,515 for 2022/23 absorbed a 3% inflation increase, and the budget, which is £314 over the precept, will be offset against the general reserves. The £6000 per annum received from Bee-Fit CM9 for rental income for the Pavilion will be spent on the Pavilion and Recreation Ground.

Cost per household 2021/22 (Band D) property	-	£48.54
Cost per household 2022/23 (Band D) property	-	£47.73
Variance per household		-£0.81

**Resolved:** to set the 2022/23 precept at £21,515. The 2022/23 precept is the same as the 2021/22. Unanimously agreed.

## 9. Planning

### Planning Applications and Decisions

#### – Planning Applications:

**Application No:** VAR/MAL/21/01135 PP-10338810

**Proposal:** Removal of condition 2 on planning application MAR/43/53 (The dwelling to be occupied by a person or persons engaged in agriculture on the nurseries.)

**Location:** Wellside Nurseries Tudwick Road Tolleshunt D'Arcy

**Resolved:** to recommend approval of this planning application. Unanimously agreed.

**Application No:** FUL/MAL/21/00912 PP-10163466

**Proposal:** Conversion of existing farm building to a unit of holiday accommodation.

**Location:** The Wycke Pages Lane Tolleshunt D'arcy

**Resolved:** to recommend approval of this planning application. Unanimously agreed.

**Application No:** LDP/MAL/21/01216 PP-10390732

**Proposal:** Claim for lawful development certificate for a proposed rear extension

**Location:** 4 Margery Allingham Place Tolleshunt D'arcy

**Resolved:** to respond no comment. Unanimously agreed.

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

**Application No:** TCA/MAL/21/01129

**Proposal:** T1 Spruce - Fell

**Location:** 6 North Street Tolleshunt D'Arcy

**Resolved:** Tolleshunt D'Arcy Parish Council has no objection to this application if there are threats to drains. Agreed by the majority.

– **Planning Appeals:**

**Appeal Ref:** APP/X1545/D/21/3280502

**Application Ref:** 21/00244/HOUSE PP-09605641

**Site Address:** 25 Chapel Road Tolleshunt D'Arcy

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

– **Planning Decisions:**

LDP/MAL/21/00850 – 25 Chapel Road - Refused

LDP/MAL/21/00812 – 26 Tollesbury Road – Approved

– **Planning Appeal Decisions:** None received

– **Tree Preservation Order:** None received

**10. Training**

No training was requested.

**11. Area Outside the Noticeboard**

**11.1 Signage**

**Resolved:** to purchase a sign reminding people not to park on the corner near the noticeboard as it restricts the visibility for pedestrians, particularly children crossing the road. The cost of the sign is £16.20 + VAT and delivery. Unanimously agreed.

**11.2 Replacement Bench**

To defer to the next meeting.

**12 Website**

**Resolved:** Councillors agreed they were happy for their photograph to be published on the Parish Council website. Unanimously agreed.

**Action:** Councillors to forward their photograph to the Parish Clerk.

**13. Policies**

**Resolved:** to adopt the Scheme of Delegation V1.0. Unanimously agreed.

**15. Police/Community Protection Officers (CPOs)**

**15.1 Police Report**

The Police Reports were received and noted.

**15.2 Community Protection Officers (CPOs)**

The CPO Report for October was received and noted.

During the CPOs Patrols in October, there were 13 speeding offences.

**16. Administration**

The Clerk had no new information to report.

**17. Representative Reports**

**17.1 Burial Ground**

**17.1.1 Update from Cllr Brown**

Cllr Brown stated that there were no issues to report.

**17.1.2 Burial Ground Gate**

To be deferred to the next meeting.

**17.1.3 Replacement Noticeboard**

**Resolved:** to purchase a replacement noticeboard from Greenbarnes for £1075.40, including VAT and delivery. Unanimously agreed.

**17.2 Recreation Ground**

**17.2.1 Update from Cllr Dorman**

Cllr Dorman stated that there were no issues to report.

Cllr Munson stated that at the previous meeting of the Parish Council, he reported that some vegetation of the right-hand boundary needed to be cut back, and Councillors agreed these works would be carried out in the Spring. Cllr Munson stated that he felt the works needed to be carried out sooner.

**Action:** Clerk to obtain quotations.

**17.2.2 Youth Shelter – Surfacing**

**Resolved:** to accept the quotation from O Rhodes for £2,590 to resurface the area under the youth shelter. Unanimously agreed.

**17.3 Highway/Footpaths**

**17.3.1 Update from Cllr Henderson**

Cllr Henderson stated that there were no issues to report.

**18. Community Concerns – Information Exchange/Next Agenda Items**

Cllr Scott reported:

- He had received an anonymous letter from a resident expressing concern regarding a planning matter. As the land was in the boundary of Tolleshunt Knights, a copy of the letter had been sent to the Parish Clerk at Tolleshunt Knights Parish Council.

The Parish Council would not usually deal with anonymous letters but felt it was right that further action was taken due to the nature of the concern.

**Action:** Clerk to forward a copy of the letter to Maldon District Council to bring this matter to their attention.

**19. Public Bodies (Admissions to Meetings) Act 1960**

**Resolved:** to close the meeting to the Public and Press.

The Clerk left the meeting.

**20. Employment Matters**

Councillors carried out an annual review for the Clerk (confidential report 01-22/23).

**21. Public Bodies (Admissions to Meetings) Act 1960**

**Resolved:** to open the meeting to the Public and Press.

The Clerk returned to the meeting.

**22. Date of the Next Meeting**

The next meeting of the Parish Council will be held on:

**Tuesday 4<sup>th</sup> January 2022 – Full Council Meeting – 7.30 pm**

The Vice-Chairman closed the meeting at 8.32 pm.

Signed.....

Date:.....