

**Present:** Cllrs Ewing, Evans, Henderson, Middleton, Munson

**In the Chair:** Cllr Smith – Chairman

**Clerk:** Michelle Curtis

**Also Present:** Vanessa Reeve – Parish Working Group (PWG)  
2 Applicants for the Vacancy

**1. Welcome**

The Chairman welcomed everyone to the meeting.

**2. Apologies for Absence**

There were apologies for absence from District Cllr Thompson.

**3. Declarations of Interest**

Cllr Evans disclosed interests as follows:

- Personal and prejudicial interest in relation to agenda item 10.1, planning application 24/00128/HOUSE PP-12800140, as his company is the agent for the application.

**4. Co-Option**

**Resolved:** Following a unanimous vote, James Denney was Co-opted as a Parish Councillor for Tolleshunt D'Arcy Parish Council.

The Declaration of Office was signed by Cllr Denney and the Proper Officer.

Cllr Denney joined the meeting.

**5. County Councillor and District Councillors**

There were no County or District Councillors at the meeting.

**6. Public Forum**

Richard Evans gave an overview of the planning application at 16 D'Arcy Way.

**7. Parish Working Group**

Vanessa reported the following:

- There have been complaints regarding the memorial outside the school as it is looking very untidy. It is a permanent memorial or a temporary memorial?  
**Action:** Clerk to speak to those involved who created the memorial.
- Is there any update on the Local Highways Panel (LHP)?  
The Clerk advised there she had not received any update on the LHP.
- There have been several comments regarding advertising boards on the Maypole and outside the pub.  
**Action:** Clerk to report to the Conservation Officer at Maldon District Council (MDC).
- The Community Speed Watch carried out a patrol on Tollesbury Road the previous Sunday and captured 11 drivers speeding.

## 8. Minutes

### Minutes 30<sup>th</sup> January 2024

**Resolved:** The Minutes of the Parish Council Meeting held on 30<sup>th</sup> January 2024 be approved as a true and accurate record of the meeting. Unanimously agreed by those who attended.

The Chairman signed the Minutes.

## 9. Finance

### 9.1 Monthly Financial Report

Councillors received the Monthly Financial Reports as of 31<sup>st</sup> January 2024.

Bank Reconciliation – a Closing balance of £38,352.61

Expenditure to date – Budget £31,971 – Actual £23,433

Income to date (including Precept (£22,721) £31,971 – Actual £28,414

Earmarked Funds – Closing Balance - £14,769.83 – Net Transfers £7,573

The Chairman signed the Reports.

### 9.2 Payments

**Resolved:** Unanimously agreed to approve the payments totalling £8,907.82.

It was noted that the electricity bill for the Pavilion was significantly higher at £890.85. The letting agreement contains a fair use limit for electricity which has been exceeded.

**Action:** Clerk to discuss with Blackwater Gymnastics.

**Action:** To reconsider the fair usage amounts on the agreement at the next meeting of the Parish Council.

## 10. Planning

### 10.1 Planning Applications

To consider Planning Applications received from Maldon District Council including the following:

Application No: 24/00128/HOUSE PP-12800140

Proposal: Proposed single story side extension. Garage conversion and alterations to fenestration.

Location: 16 D'Arcy Way Tolleshunt D'Arcy

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

### 10.2 Planning Decisions

To note decisions made by Maldon District Council

COU/MAL/23/00864 - Land North Of Station Road - Approved

### 10.3 Appeals

To receive notification of Planning Appeals from Maldon District Council – None received

### 10.4 Planning Appeal Decisions

To note decisions made by the Planning Inspectorate – None received

### 10.5 Tree Preservation Orders (TPO)

To note TPOs made by Maldon District Council – None received.

#### 11. **Maldon District Council – Enforcement**

A copy of the letter sent to a resident from MDC regarding the fence posts on the amenity land in Festival Gardens was received and noted.

MDC confirmed that an Enforcement Officer visited the site on 15<sup>th</sup> January 2024. MDC advised that investigations are ongoing and the case will not be closed until a conclusion has been reached.

#### 12. **Training**

Cllr Denney agreed to attend training.

**Action:** Clerk to forward the training calendar to Cllr Denney.

#### 13. **Car Park – Recreation Ground**

##### 13.1 **Existing Car Park**

The work on the existing car park is now complete and the car park is open to the public.

It was reported that Cllr Ewing had spoken with the landowner regarding a contribution to the works and the landowner advised that they were not currently in a position to contribute to the costs.

An email was sent to the landowners on 12<sup>th</sup> February 2024, confirming the conversation they had with Cllr Ewing and asking if they could indicate how much and when they would be able to contribute.

To date, there has been no response to the email.

When the landowner attended the Parish Council meeting on 3<sup>rd</sup> January 2024, they indicated that they would be willing to contribute to the repair costs of the car park as they owned the land.

**Action:** Clerk to send a further letter which is to be hand delivered asking the landowner to either pay their contribution towards the repairs or to sign over the car park to the Parish Council which can include any legal safeguards as to the future use of the land as required.

##### 13.2 **Future Works**

The next modules of work at the Recreation Ground are:

- 1) Expand the car park
- 2) Put in a path from the car park to the Pavilion.

Councillors agreed to proceed with putting in a path from the car park to the Pavilion.

**Action:** Cllr Denney to put together a work specification and obtain quotations.

#### 14. **Burial Ground – Request for Bench**

Councillors consider the request for the installation of a stone marble memorial bench at the Burial Ground.

Due to the limited space in the Burial Ground, the Parish Council is not allowing the installation of any memorial benches at this stage.

#### 15. **Village Shop – South Street**

Councillors approved the draft letter to be sent to D'Arcy Stores raising concern about the shop coming into disrepair.

## 16. Electricity Supply

**Resolved:** Unanimously agreed to ratify the decision to enter into a 3-year agreement, effective from 8<sup>th</sup> March 2024, with E.On for the electricity supply to the Pavilion.

Current rates:

Standing charge: 48p per day

Day Unit rate: 34.9p per kWh

New rates:

Standing charge: 30p per day

Day Unit rate: 28.1p per kWh

## 17. Police/Community Protection Officers (CPOs)

### 17.1 Police Report

The Police Reports were received and noted.

### 17.2 Community Protection Officers (CPOs)

#### CPO Report

The CPO Report for January 2024 was received and noted.

It was noted that during the CPOs Patrols in January, there were 20 speeding offences - 1 on Church Street and 19 on Tollesbury Road.

## 18. Administration

Relocation of dog bin – The Clerk reported that at the last meeting, the Chairman advised that a request had been received from a resident in Chapel Road to re-position the dog bin as the current location is causing damage to the verge.

The Clerk and the Chairman have looked into this further and a suggested location is opposite No. 1 Chapel Road.

**Action:** Chairman and Clerk to look into other factors, i.e. costs, permissions required etc.

His Majesty the King's Portrait – The Clerk reported that Parish Councils were invited to order a portrait of His Majesty the King free of charge.

Councillors wish to take up the offer.

**Action:** Clerk to order the portrait.

## 19. Representative Reports

### 19.1 Burial Ground

#### 19.1.1 Update on the Burial Ground

Cllr Henderson advised there were no issues to report.

### 19.2 Recreation Ground/Pavilion

#### 19.2.1 Update on the Recreation Ground/Pavilion

Cllr Middleton advised that there were no new issues to report.

#### 19.2.2 Funding for Climbing Equipment

**Resolved:** Unanimously agreed to apply for funding towards a climbing wall for the Recreation Ground.

**Action:** Clerk to upload a post to Facebook to gauge residents' interest.

**19.3 Public Rights of Way**

**19.3.1 Update on Public Rights of Way**

Cllr Henderson reported:

- It had come to her attention that someone was walking a Shetland pony on the public footpath from the Harvesters across the fields. This is causing an issue as it is churning up the area.

**Action:** Clerk to publish a notice on Facebook advising residents that ponies should not be walked on public footpaths.

**19.4 Road Safety/Highways**

**19.4.1 Lead Councillor for Road Safety/Highways**

Cllr Denney agreed to be the Lead Councillor for Road Safety/Highways.

**19.4.2 Update on Road Safety/Highways**

There were no issues to report.

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

There were no matters raised.

**21. Date of the Next Meeting**

The next meeting of the Parish Council will be held on:  
Tuesday 26<sup>th</sup> March 2024 – 7.30 pm

The Chairman closed the meeting at 8.53pm

Signed.....

Date:.....