

# TOLLESHUNT D'ARCY PARISH COUNCIL

[www.tolleshuntarcy.org](http://www.tolleshuntarcy.org)

**Chairman:** John Smith - 07505 008891

**Clerk:** Michelle Curtis, PO Box 13205, Maldon, Essex CM9 9FU

Tel: 07483 325853 email: [clerk@tolleshuntarcy.org](mailto:clerk@tolleshuntarcy.org)



Notice is hereby given that the meeting of **TOLLESHUNT D'ARCY PARISH COUNCIL** will be held on **Tuesday 26<sup>th</sup> March 2024**, in the **Village Hall, Tollesbury Road**, commencing at **7.30 pm**, to which members of the Council are summoned for the transaction of the under-mentioned business.

*M. Curtis*

Michelle Curtis – Clerk to the Council

19<sup>th</sup> March 2024

Councillors: J Smith (Chairman), J Denney, R Evans, I Ewing, M Henderson,  
W Middleton, G Munson

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## THE PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND

Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted however the privacy of (i) persons who object to the same and (ii) children and vulnerable adults must be respected by anonymising the identities of such.

## AGENDA

- 1. Chairman's welcome**
- 2. Apologies for Absence**  
To receive apologies for absence.
- 3. Declaration of Interest**  
Members are reminded that they are required to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests or Non-Pecuniary Interests which they know they might have in items of business on the agenda. They are reminded that they will need to repeat their declarations at the appropriate point in the meeting and leave the room if required under the Code of Conduct. Unforeseen interests must be declared similarly at the appropriate time.
- 4. County and District Councillors**  
To receive information from County and District Councillors.
- 5. Public Forum**  
The Chairman will invite questions and observations from members of the public. A maximum time of **15** minutes will be allowed.

## 6. Parish Working Group

To receive a verbal update from the Parish Working Group.

## 7. Minutes

To receive and approve the Minutes of the Meeting held on 27<sup>th</sup> February 2024.

## 8. Finance

8.1 To receive and approve Monthly Financial Report as at 29<sup>th</sup> February 2024

8.2 To receive and approve Payments

## 9. Planning Applications and Decisions

### 9.1 Planning Applications

Applications are circulated to all Councillors with the agenda, for study ahead of the meeting. Planning documents are also available for everyone to view on the Maldon District Council website ([www.maldon.gov.uk](http://www.maldon.gov.uk)).

Application No: 24/00179/TCA PP-12838766

Proposal: G1 - Row of 8 Leylandii trees - Fell the 1st (most easterly) tree. Reduce the remaining trees by 5m including thinning the last (most westerly) tree by up to 50%.

Location: The Old Bakery 11 North Street Tolleshunt D'Arcy

Application No: 24/00101/FUL PP-12785813

Proposal: Erection of a 2 bedroom chalet bungalow and formation of new vehicular access

Location: Land Adjacent To Rosedean Tudwick Road Tolleshunt D'Arcy

### 9.2 Planning Decisions

To note decisions made by Maldon District Council

FUL/MAL/24/00046 - Village Hall 25 Tollesbury Road - Approved

### 9.3 Appeals

To receive notification of Planning Appeals from Maldon District Council

Appeal Ref: APP/X1545/W/23/3333449

Application Ref: 23/00052/FUL PP-11867339

Proposal: Proposed demolition of existing garage and the erection of a new three bedroom house with ancillary parking

Site Address: Land Adjacent To 13 Church Street Tolleshunt D'arcy

### 9.4 Planning Appeal Decisions

To note decisions made by the Planning Inspectorate

### 9.5 Tree Preservation Orders (TPO)

To note TPOs made by Maldon District Council

## 10. Training

To consider any training requests from the Clerk or Councillors

## 11. Recreation Ground - Car Park/Path

### 11.1 Existing Car Park

To receive an update on communication with the landowner

**11.2 Path**

To consider the work specification for a path and quotations.

**12. Blackwater Gymnastics**

To review the fair use limit for electricity on the lettings agreement for the Pavilion.

**13. Police/Community Engagement Team (CET)**

**13.1 Police Reports**

To receive Police Reports (confidential)

**13.2 Community Engagement Team (CETs)**

**13.2.1** To receive the CET report for January 2024

**13.2.2** To receive notification of the cost for the CEO TruCam Patrols effective for 2024/25

**14. Administration**

To receive information from the Clerk – update on current and ongoing matters

**15. Representative Reports**

**15.1 Burial Ground**

**15.1.1** To receive a verbal update from Cllr Henderson

**15.2 Recreation Ground/Pavilion**

**15.2.1** To receive a verbal update from Cllr Middleton

**15.3 Public Rights of Way**

**15.3.1** To receive a verbal update from Cllr Henderson

**15.4 Road Safety/Highway**

**15.4.1** receive a verbal update from Cllr Denney

**16. Community Concerns**

To receive information only or note future agenda items

**17. Date of the Next Meeting**

Next meeting to be held on:

Tuesday 30<sup>th</sup> April 2024 – Full Council Meeting – 7.30 pm- Village Hall

**(\* = attached - # to follow)**

Date: 29/02/2024

Tolleshunt Darcy Parish Council

Page 1

Time: 23:41

**Bank Reconciliation Statement as at 29/02/2024  
for Cashbook 1 - Current Bank A/c**

User: MICHELLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Trust Bank	29/02/2024		7,849.73
Unity Trust Instant Access Acc	29/02/2024		23,129.67
			<u>30,979.40</u>
<b><u>Unpresented Payments (Minus)</u></b>		<b><u>Amount</u></b>	
20/02/2024 DD	H M Revenue & Customs	138.60	
			<u>138.60</u>
			30,840.80
<b><u>Unpresented Receipts (Plus)</u></b>			
		0.00	
			<u>0.00</u>
			30,840.80
		<b>Balance per Cash Book is :-</b>	<b>30,840.80</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name ..... Signed ..... Date .....

**Signatory 2:**

Name ..... Signed ..... Date .....

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<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR Elections	100.00	100.00	200.00
321 EMR Parish Improvements	1,005.78	-100.00	905.78
322 EMR Recreation Ground	4,675.65	-2,875.00	1,800.65
323 Unallocated	296.57	-127.00	169.57
324 EMR Burial Ground	1,103.83	200.00	1,303.83
325 EMR Maypole	15.00	500.00	515.00
326 EMR Speed Reduction	0.00	4,500.00	4,500.00
	<u>7,196.83</u>	<u>2,198.00</u>	<u>9,394.83</u>

## Detailed Receipts &amp; Payments by Budget Heading 29/02/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Income</u>							
1076 Precept	22,721	22,721	(0)			100.0%	
1090 Interest Received	409	0	(409)			0.0%	
1990 Other Income	6,000	7,000	1,000			85.7%	
Income :- Receipts	<u>29,130</u>	<u>29,721</u>	<u>591</u>			<u>98.0%</u>	<u>0</u>
Net Receipts	<u>29,130</u>	<u>29,721</u>	<u>591</u>				
<u>110 Administration</u>							
██████████	████	████	████		████	████	
██████████	████	████	████		████	████	
██████████	████	████	████		████	████	
4070 Payroll Processing	0	80	80		80	0.0%	
4080 Training	430	300	(130)		(130)	143.3%	
4090 Bank Charges	87	100	13		13	87.0%	
4100 Audit Fees	385	375	(10)		(10)	102.7%	
4120 Subscriptions & Memberships	1,102	1,000	(102)		(102)	110.2%	
4130 Insurance	1,900	1,800	(100)		(100)	105.6%	
4160 Telephone & Broadband	556	360	(196)		(196)	154.6%	
4170 Website	321	200	(121)		(121)	160.7%	
4180 Office Equipment	57	0	(57)		(57)	0.0%	
4190 Office Allowance	286	312	26		26	91.7%	
4200 Grants & Donations Paid	2,405	2,600	195		195	92.5%	
4230 CPOs	973	950	(23)		(23)	102.4%	
4500 Hall Hire	500	500	0		0	100.0%	
4990 Sundries	252	200	(52)		(52)	125.9%	
Administration :- Indirect Payments	<u>17,138</u>	<u>16,601</u>	<u>(537)</u>	<u>0</u>	<u>(537)</u>	<u>103.2%</u>	<u>0</u>
Net Payments	<u>(17,138)</u>	<u>(16,601)</u>	<u>537</u>				
<u>130 Amenities</u>							
4300 Defibrillator	462	400	(62)		(62)	115.4%	
4310 Grass/Hedge/Tree cutting	2,757	3,300	543		543	83.6%	
Amenities :- Indirect Payments	<u>3,219</u>	<u>3,700</u>	<u>481</u>	<u>0</u>	<u>481</u>	<u>87.0%</u>	<u>0</u>
Net Payments	<u>(3,219)</u>	<u>(3,700)</u>	<u>(481)</u>				
<u>135 Burial Ground</u>							
1350 Burial Ground Income	444	2,000	1,556			22.2%	
Burial Ground :- Receipts	<u>444</u>	<u>2,000</u>	<u>1,556</u>			<u>22.2%</u>	<u>0</u>

## Detailed Receipts &amp; Payments by Budget Heading 29/02/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4360 Water	81	70	(11)		(11)	115.6%	
4370 Maintenance	0	50	50		50	0.0%	
Burial Ground :- Indirect Payments	81	120	39	0	39	67.4%	0
Net Receipts over Payments	363	1,880	1,517				
<u>140 Pavilion</u>							
4360 Water	0	450	450		450	0.0%	
4370 Maintenance	3,145	500	(2,645)		(2,645)	629.0%	
4400 Electricity	1,137	600	(537)		(537)	189.5%	
Pavilion :- Indirect Payments	4,282	1,550	(2,732)	0	(2,732)	276.3%	0
Net Payments	(4,282)	(1,550)	2,732				
<u>145 Rec Ground</u>							
1450 Pitch Fees	220	250	30			88.0%	
Rec Ground :- Receipts	220	250	30			88.0%	0
4370 Maintenance	222	500	278		278	44.4%	
4550 Play Equipment	0	1,000	1,000		1,000	0.0%	
Rec Ground :- Indirect Payments	222	1,500	1,278	0	1,278	14.8%	0
Net Receipts over Payments	(2)	(1,250)	(1,248)				
<u>155 Streetlighting</u>							
4370 Maintenance	0	100	100		100	0.0%	
Streetlighting :- Indirect Payments	0	100	100	0	100	0.0%	0
Net Payments	0	(100)	(100)				
<u>160 Projects</u>							
4600 Maypole	0	500	500		500	0.0%	
4610 Parish Improvements	600	500	(100)		(100)	120.0%	600
4620 Rec Ground	5,375	2,500	(2,875)		(2,875)	215.0%	5,375
4640 Unallocated	227	100	(127)		(127)	227.0%	227
4650 Burial Ground	0	200	200		200	0.0%	
4660 Elections	0	100	100		100	0.0%	
4670 Speed Reduction	0	4,500	4,500		4,500	0.0%	
Projects :- Indirect Payments	6,202	8,400	2,198	0	2,198	73.8%	6,202
Net Payments	(6,202)	(8,400)	(2,198)				
6000 plus Transfer from EMR	6,202						
Movement to/(from) Gen Reserve	0						

## Detailed Receipts &amp; Payments by Budget Heading 29/02/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Receipts	29,794	31,971	2,177			93.2%	
Payments	31,143	31,971	828	0	828	97.4%	
Net Receipts over Payments	<u>(1,349)</u>	<u>0</u>	<u>1,349</u>				
plus Transfer from EMR	6,202						
Movement to/(from) Gen Reserve	<u>4,853</u>						





**Town and Country Planning Act 1990**  
**Weekly List Of Decisions**  
**Week Ending 15<sup>th</sup> March 2024**

**FUL/MAL/24/00046      Tolleshunt D'Arcy**

Minor internal alterations and renovation of existing village hall structure and fabric.

Village Hall 25 Tollesbury Road Tolleshunt D'Arcy Maldon  
 (UPRN - 100091627924)

Trustees - Tolleshunt D'Arcy Village Hall Management Trust

**APPROVE** subject to the following conditions:-

1      **CONDITION**

The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

**REASON**

To comply with Section 91(1) The Town & Country Planning Act 1990 (as amended).

2      **CONDITION**

The development hereby permitted shall be carried out in accordance with the following approved plans and documents: 1902 Loc01, 1902 03 A, 1902 04 A and 1902 06 A.

**REASON**

To ensure that the development is carried out in accordance with the details as approved.

3      **CONDITION**

All new weatherboarding, facias and soffits shall be of painted timber.

**REASON**

In the interest of the character and appearance of the conservation area in accordance with policies D1 and D3 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

4 CONDITION

Prior to the brick plinth being constructed, high quality photographs or samples of the bricks to be used shall be submitted to and approved in writing. The development shall be undertaken in accordance with the approved details.

REASON

In the interest of the character and appearance of the conservation area in accordance with policies D1 and D3 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

**POSITIVE AND PROACTIVE STATEMENT**

Town and Country Planning (Development Management Procedure) (England) Order 2015 - Positive and Proactive Statement:

The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern within the application (as originally submitted) and negotiating, with the Applicant/Agent, acceptable amendments to the proposal to address those concerns. As a result, the Local Planning Authority has been able to grant planning permission for an acceptable proposal, in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

Officer: Fiona Bradley

Dated : 14/03/2024

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6 March 2024



Reference: 23/00052/FUL  
Planning Officer: Fiona Bradley

Dear Sir/Madam

**TOWN AND COUNTRY PLANNING ACT 1990  
APPEAL UNDER SECTION 78**

**Site Address:** Land Adjacent To 13 Church Street Tolleshunt D'arcy Essex  
**Proposal:** Proposed demolition of existing garage and the erection of a new three bedroom house with ancillary parking  
**Application Ref:** 23/00052/FUL PP-11867339  
**Appellants Name:** Mr Tom Foster  
**Appeal Ref:** APP/X1545/W/23/3333449  
**Appeal Start Date:** 29 February 2024

I refer to the above details. An appeal has been made to the Secretary of State against the Council's decision to refuse to grant planning permission.

The appeal will be determined on the basis of **written representations**. The procedure to be followed is set out in Part 2 of The Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009, as amended.

We have forwarded all the representations made to us on the application to the Planning Inspectorate and the appellant. These will be considered by the Inspector when determining the appeal.

If you wish to make comments, or modify/withdraw your previous representation you can do so on the Planning Inspectorate website at <https://acp.planninginspectorate.gov.uk>. If you do not have access to the internet, you can send your comments to:

Simon Dunn  
The Planning Inspectorate  
3C  
Temple Quay House  
2 The Square  
Bristol  
BS1 6PN

**All representations must be received by 4 April 2024.** Any representations submitted after the deadline will not usually be considered and will be returned. The Planning Inspectorate does not acknowledge representations. **All representations must quote the appeal reference.**

The appeal documents are available to view on our website [www.maldon.gov.uk](http://www.maldon.gov.uk).



Guidance on taking part in planning appeals is available from  
<https://www.gov.uk/topic/planning-development/planning-permission-appeals>

When made, the decision will be published on the Planning Inspectorate website  
<https://acp.planninginspectorate.gov.uk>.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Michael Johnson', written in a cursive style.

Michael Johnson  
Head of Development Management and Building Control

Parish/Town Council	Month	Total Number of Hours
Tolleshunt D'Arcy	February	3
Number of Tru Cam Patrols	Hours Spent on Tru Cam	Number of Offenders
5	3	46

Officer	Parish	Date	Start	Finish	Total	Speed Enforcement Patrol (TRUCAM)	Drivers caught speeding	Comments/Any other duties
AR/LF	Tolleshunt D'Arcy	02/02/2024	11:15	11:45	00:30	M060	8	
AR/SA	Tolleshunt D'Arcy	05/02/2024	14:10	14:40	00:30	T496	1	
BC/SC	Tolleshunt D'Arcy	06/02/2024	11:00	12:00	01:00	M060	7	
AR/SA	Tolleshunt D'Arcy	12/02/2024	15:35	16:05	00:30	M060	18	
AR/SC	Tolleshunt D'Arcy	20/02/2024	14:05	14:35	00:30	M060	12	
					<b>3:00:00</b>		<b>46</b>	

**From:** Jackie Drummond  
**Sent:** 01 March 2024 11:59  
**Subject:** Community Engagement Parish/Town Contracts 2024/25

Good morning

We are looking at Community Engagement service contracts for 2024/25 and advise the charge for the new financial year will be £42.47 per hour.

Please would you confirm if you intend to continue with this service and if you would like to make any adjustments to the current arrangements?

If you would like to discuss the contract further, please do not hesitate to contact Adrian Rayner or Ben Chapman.

Kind regards  
Jackie



**JACKIE DRUMMOND**

Technical Support Officer  
Service Delivery Directorate

✉ [jackie.drummond@maldon.gov.uk](mailto:jackie.drummond@maldon.gov.uk)

🌐 [www.maldon.gov.uk](http://www.maldon.gov.uk)

🏠 Council Offices, Princes Road, Maldon,  
Essex, CM9 5DL



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