



## TOLLESHUNT D'ARCY PARISH COUNCIL



Notice is hereby given that the meeting of Tolleshunt D'Arcy Parish Council will be held on Tuesday 30<sup>th</sup> July 2024 in the Village Hall, Tollesbury Road, Tolleshunt D'Arcy 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

24<sup>th</sup> July 2024

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

### A G E N D A

1. **Apologies for Absence**  
To receive apologies for absence.
2. **Declarations of Interest**  
To disclose the existence and nature of any Disclosable Pecuniary Interests, Other Registrable Interests and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B of the Code of Conduct for Members. (Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting.)
3. **County and District Councillors**  
To receive information from County and District Councillors
4. **Public Forum**  
Public participation - Residents wishing to raise a matter in the public forum should inform the Parish Clerk of the topic by noon the previous working day. A maximum time of 15 minutes will be allowed.
5. **Parish Working Group**  
To receive a verbal update from the Parish Working Group.
6. **Minutes**  
To receive and approve the minutes of the Parish Council Meeting held on 25<sup>th</sup> June 2024.

## **7. Planning Applications**

Applications are circulated to all Councillors with the agenda, for study before 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)).

### **7.1** To ratify the decision of the following planning application:

Application No: 24/00507/TCA PP-13184070

Proposal: T1- Leylandii, T2- sycamore - Fell

Location: 25 Chapel Road Tolleshunt D'Arcy

### **7.2** To consider any other planning applications received from Maldon District Council

## **8. Planning Decisions**

To note planning decisions made by Maldon District Council

### **8.1** FUL/MAL/24/00299 - Land Adjacent 86 Tollesbury Road – Refused

### **8.2** HOUSE/MAL/24/00283 – 52 Tollesbury Road - Approved

### **8.3** LDP/MAL/24/00256 - 1 The Elms Tollesbury Road – Approved

### **8.4** TCA/MAL/24/00443 - St Nicholas Cottage 15 Church Street - Approved

## **9. Finance**

### **9.1** To receive and approve the Monthly Financial Report as at 30<sup>th</sup> June 2024.

### **9.2** To receive and approve payments

## **10. Pavilion**

To consider quotations to replace the front and back doors on the Pavilion

## **11. Recreation Ground**

### **11.1** To consider quotations for a new path at the Recreation Ground

### **11.2** To consider the request from Tiptree Heath FC to use the football pitch at the Recreation Ground

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

To review car park usage after repairs completed

## **13. Village Hall Project**

To approve the Community Ownership Fund grant application documents proposed by the Parish Working Party

## **14. Dog Bin Relocation**

To discuss relocation of the dog bin in Chapel Road

## **15. Police**

To receive the Police Reports (confidential)

## **16. Community Engagement Officers**

To receive the CET Report for June 2024

**17. Administration**

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

**18. Representative Reports**

To receive a verbal update from Parish Council Representatives

**18.1** Burial Ground – Cllr Henderson

**18.2** Recreation Ground/Pavilion – Cllr Middleton

**18.3** Public Rights of Way – Cllr Henderson

**18.4** Road Safety/Highways – Cllr Denney

**18.5** Village Hall Working Group – Cllr Evans

**19. Community Matters**

To receive information only or note future agenda items

**20. Dates of the Next Meeting**

Tuesday 27<sup>th</sup> August 2024 – Full Council Meeting – 7.30 pm (Please note this meeting will only be held if there are planning applications or emergency items that need to be considered).

Tuesday 24<sup>th</sup> September 2024 – Full Council Meeting – 7.30 pm

**Chairman:** John Smith - 07505 008891

**Clerk:** Michelle Curtis

**Address:** PO Box 13205, Maldon, Essex CM9 9FU

**Tel:** 07483 325853 **Email:** clerk@tolleshuntarcy.org

**Website:** www.tolleshuntarcy.org



MALDON DISTRICT  
COUNCIL

**Town and Country Planning Act 1990**  
**Weekly List Of Decisions**  
**Week Ending 05 July 2024**

**FUL/MAL/24/00299      Tolleshunt D'Arcy**

Erection of 5 dwellings and associated access road, parking and landscaping  
Land Adjacent 86 Tollesbury Road Tolleshunt D'Arcy Essex  
(UPRN - 010000236150)  
Professor Benjamin Binder

**REFUSE** for the following reasons:-

- 1      The application site is located within a sensitive and historic context, and has a dominant soft landscaped appearance. The site is also recognised within the Tolleshunt D'Arcy Conservation Area Review and Appraisal as an important, historic green open space in the conservation area. The loss of the site to provide residential development, coupled with the uncharacteristic and contrived layout approach taken, would result in an inappropriate development of a site that forms an important punctuation of built form in this part of the village. The application site is free from any built form or development and has a wholly tranquil feel that makes a positive contribution to the character and appearance of the area. The proposed development would urbanise the site and represent an unwelcome visual intrusion to the site and fails to enhance the wider conservation area, including its historic context. In addition, the proposed access and egress point to the site, coupled with the removal of the existing trees and vegetation along Tollesbury Road to accommodate the visibility splays, will adversely affect the character and visual amenity of the site. The proposal is therefore contrary to policies S1, D1, D3, H4, N1 and N2 of the Maldon District Local Development Plan, the Maldon District Design Guide and Government advice contained within the National Planning Policy Framework.
  
- 2      The ecological surveys submitted with the application are considered insufficient. As such it has not been demonstrated that the proposal would not represent an unacceptable impact on European Protected Species (bats), contrary to policies S1, N1 and N2 of the Maldon District Local Development Plan and Government guidance contained within the National Planning Policy Framework.
  
- 3      The proposed development would adversely impact the neighbouring property, No. 86 Tollesbury Road, through overlooking and loss of privacy due to its siting and design. The proposal is therefore contrary to policies D1 and H4, N1 and N2 of the Maldon District Local Development Plan, the Maldon District Design Guide and Government advice contained within the National Planning Policy Framework.
  
- 4      In the absence of a completed legal agreement pursuant to Section 106 of the Town and Country Planning Act 1990 the development makes no contribution offsite biodiversity enhancement and Essex Coast Recreational disturbance Avoidance and Mitigation Strategy. As a result, the development would have an adverse impact on the European

designated nature conservation sites, contrary to Policies S1, D1, N1 and N2 of the Maldon District Local Development Plan and the NPPF.

### **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 with the proposal and discussing with the Applicant/Agent. However, the issues are so fundamental to the proposal that it has not been possible to negotiate a satisfactory way forward and due to the harm which has been clearly identified within the reason(s) for the refusal, approval has not been possible.

Officer: Fiona Bradley  
Dated : 28/06/2024

**Town and Country Planning Act 1990**  
**Weekly List Of Decisions**  
**Week Ending 21<sup>st</sup> June 2024**



**HOUSE/MAL/24/00283 Tolleshunt D'Arcy**

Construction of new drop kerb vehicle crossover on public footpath. Erection of detached garage to the front elevation.

52 Tollesbury Road Tolleshunt D'Arcy Maldon Essex  
(UPRN - 100090565047)

Mr Craig Smith

**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 approved plans as shown on the decision notice.

**REASON**

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

3 **CONDITION**

The materials used in the construction of the development hereby approved shall be as set out within the application form/plans.

**REASON**

To ensure the external appearance of the development is appropriate to the locality in accordance with policy D1 of the approved Maldon District Local Development Plan and the guidance contained in the Maldon District Design Guide SPD.

4 CONDITION

As shown in principle on the submitted planning drawing titled 'Block Plan' dated 19/3/24, the vehicular access shall be constructed at right angles to the highway boundary and to the existing carriageway. The width of the access at its junction with the highway shall be no more than 3.6 metres wide and shall be provided with an appropriate dropped kerb vehicular crossing of the footway. Full layout details to be agreed with the Highway Authority.

REASON

To ensure that vehicles can enter and leave the highway in a controlled manner in the interest of highway safety in accordance with policy T2 of the approved Maldon District Local Development Plan.

5 CONDITION

No unbound material shall be used in the surface treatment of the vehicular access within 6 metres of the highway boundary.

REASON

To avoid displacement of loose material onto the highway in the interests of highway safety in accordance with policy T2 of the approved Maldon District Local Development Plan.

6 CONDITION

Areas within the curtilage of the site for the purpose of the reception and storage of building materials for the development shall be identified clear of the highway.

REASON

To ensure that appropriate loading / unloading facilities are available to ensure that the highway is not obstructed during the construction period in the interest of highway safety in accordance with policy T2 of the approved Maldon District Local Development Plan.

**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 assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in

accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

Officer: Juliet Kirkcaldy

Dated : 20/06/2024



**Town and Country Planning Act 1990**  
**Weekly List Of Decisions**  
**Week Ending 24<sup>th</sup> May 2024**



**LDP/MAL/24/00256**      **Tolleshunt D'Arcy**  
Claim for lawful development certificate for proposed outbuildings  
1 The Elms Tollesbury Road Tolleshunt D'Arcy Maldon  
(UPRN - 010014000985)  
Mr & Mrs Barnes

**APPROVE** for the following reason:-

The proposed development would fall within the tolerances of Class E, of Schedule 2, Part 1 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

Officer: Charlie Mumford  
Dated : 22/05/2024

**Town and Country Planning Act 1990**  
**Weekly List Of Decisions**  
**Week Ending 12 July 2024**



**TCA/MAL/24/00443**      **Tolleshunt D'Arcy**  
T1 - Holly - Fell  
St Nicholas Cottage 15 Church Street Tolleshunt D'Arcy Maldon  
(UPRN - 100090557600)  
Mr Ron Dent

**ALLOWED TO PROCEED**

Officer: Charlie Mumford  
Dated : 09/07/2024

Date: 23/07/2024

Tolleshunt Darcy Parish Council

Page 1

Time: 20:37

**Bank Reconciliation Statement as at 30/06/2024  
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	30/06/2024		30,077.60
Unity Trust Instant Access Acc	30/06/2024		23,447.92
			53,525.52
 <u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			53,525.52
 <u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			53,525.52
		<b>Balance per Cash Book is :-</b>	<b>53,525.52</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	71.75		71.75
321 EMR Parish Improvements	905.78	2,000.00	2,905.78
322 EMR Recreation Ground	1,800.65	8,986.15	10,786.80
323 Unallocated	169.57		169.57
324 EMR Burial Ground	1,303.83		1,303.83
325 EMR Maypole	515.00		515.00
326 EMR Speed Reduction	4,500.00		4,500.00
	<u>9,266.58</u>	<u>10,986.15</u>	<u>20,252.73</u>

## Detailed Receipts &amp; Payments by Budget Heading 30/06/2024

## 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	24,766	24,763	(3)			100.0%	
1090 Interest Received	160	249	89			64.1%	
1990 Other Income	34	0	(34)			0.0%	
Income :- Receipts	<u>24,960</u>	<u>25,012</u>	<u>52</u>			<u>99.8%</u>	<u>0</u>
Net Receipts	<u>24,960</u>	<u>25,012</u>	<u>52</u>				
<u>110 Administration</u>							
██████████	████	████	████		████	████	
██████████	█	█	█		█	█	
██████████	█	█	█		█	█	
4070 Payroll Processing	82	80	(2)		(2)	102.5%	
4080 Training	0	300	300		300	0.0%	
4090 Bank Charges	27	108	81		81	25.0%	
4100 Audit Fees	0	400	400		400	0.0%	
4120 Subscriptions & Memberships	598	1,100	502		502	54.4%	
4130 Insurance	0	1,900	1,900		1,900	0.0%	
4160 Telephone & Broadband	44	173	129		129	25.6%	
4170 Website	20	350	330		330	5.6%	
4180 Office Equipment	0	50	50		50	0.0%	
4190 Office Allowance	78	312	234		234	25.0%	
4200 Grants & Donations Paid	0	500	500		500	0.0%	
4230 CPOs	0	1,100	1,100		1,100	0.0%	
4500 Hall Hire	500	500	0		0	100.0%	
4990 Sundries	35	200	165		165	17.5%	
Administration :- Indirect Payments	<u>3,462</u>	<u>15,897</u>	<u>12,435</u>	<u>0</u>	<u>12,435</u>	<u>21.8%</u>	<u>0</u>
Net Payments	<u>(3,462)</u>	<u>(15,897)</u>	<u>(12,435)</u>				
<u>130 Amenities</u>							
4300 Defibrillator	235	400	165		165	58.8%	
4310 Grass/Hedge/Tree cutting	922	3,400	2,478		2,478	27.1%	
Amenities :- Indirect Payments	<u>1,158</u>	<u>3,800</u>	<u>2,642</u>	<u>0</u>	<u>2,642</u>	<u>30.5%</u>	<u>0</u>
Net Payments	<u>(1,158)</u>	<u>(3,800)</u>	<u>(2,642)</u>				
<u>135 Burial Ground</u>							
1350 Burial Ground Income	0	2,000	2,000			0.0%	
Burial Ground :- Receipts	<u>0</u>	<u>2,000</u>	<u>2,000</u>			<u>0.0%</u>	<u>0</u>

## Detailed Receipts &amp; Payments by Budget Heading 30/06/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4360 Water	7	90	83		83	7.7%	
4370 Maintenance	0	50	50		50	0.0%	
Burial Ground :- Indirect Payments	7	140	133	0	133	5.0%	0
Net Receipts over Payments	(7)	1,860	1,867				
<b>140 Pavilion</b>							
1550 Pavilion Rental Income	1,800	7,200	5,400			25.0%	
1560 Utilities Contribution	1,118	0	(1,118)			0.0%	
Pavilion :- Receipts	2,918	7,200	4,282			40.5%	0
4360 Water	0	240	240		240	0.0%	
4370 Maintenance	873	1,000	128		128	87.3%	
4400 Electricity	535	600	65		65	89.1%	
Pavilion :- Indirect Payments	1,407	1,840	433	0	433	76.5%	0
Net Receipts over Payments	1,511	5,360	3,849				
<b>145 Rec Ground</b>							
1450 Pitch Fees	0	250	250			0.0%	
Rec Ground :- Receipts	0	250	250			0.0%	0
4370 Maintenance	65	500	435		435	13.0%	
4550 Play Equipment	0	1,200	1,200		1,200	0.0%	
Rec Ground :- Indirect Payments	65	1,700	1,635	0	1,635	3.8%	0
Net Receipts over Payments	(65)	(1,450)	(1,385)				
<b>155 Streetlighting</b>							
4370 Maintenance	0	100	100		100	0.0%	
Streetlighting :- Indirect Payments	0	100	100	0	100	0.0%	0
Net Payments	0	(100)	(100)				
<b>160 Projects</b>							
4610 Parish Improvements	0	2,000	2,000		2,000	0.0%	
4620 Rec Ground	0	8,985	8,985		8,985	0.0%	
Projects :- Indirect Payments	0	10,985	10,985	0	10,985	0.0%	0
Net Payments	0	(10,985)	(10,985)				

## Detailed Receipts &amp; Payments by Budget Heading 30/06/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>999 VAT Data</b>							
115 VAT on Receipts	1,576	0	(1,576)			0.0%	
VAT Data :- Receipts	<u>1,576</u>	<u>0</u>	<u>(1,576)</u>				<u>0</u>
515 VAT on Payments	113	0	(113)		(113)	0.0%	
VAT Data :- Indirect Payments	<u>113</u>	<u>0</u>	<u>(113)</u>	<u>0</u>	<u>(113)</u>		<u>0</u>
Net Receipts over Payments	<u>1,462</u>	<u>0</u>	<u>(1,462)</u>				
Grand Totals:- Receipts	29,454	34,462	5,008			85.5%	
Payments	6,213	34,462	28,250	0	28,250	18.0%	
Net Receipts over Payments	<u>23,242</u>	<u>0</u>	<u>(23,242)</u>				
Movement to/(from) Gen Reserve	<u>23,242</u>						

<b>Parish/Town Council</b>	<b>Month</b>	<b>Total Number of Hours</b>
Tolleshunt D'arcy	June	2
<b>Number of Tru Cam Patrols</b>	<b>Hours Spent on Tru Cam</b>	<b>Number of Offenders</b>
4	2	10

Officer	Parish	Date	Start	Finish	Total	Speed Enforcement Patrol (TRUCAM)	Drivers caught speeding	Comments/Any other duties
AR/SA	Tolleshunt D'Arcy	04/06/2024	12:20	12:50	00:30	M018	1	
BC/SC	Tolleshunt D'Arcy	06/06/2024	14:30	15:15	00:45	LCT512	7	
SC	Tolleshunt D'Arcy	11/06/2024	14:05	14:20	00:15	LCT512	0	Vehicles blocking unable to enforce
BC	Tolleshunt D'Arcy	13/06/2024	10:10	10:40	00:30	LCT348 Church St	2	
					<b>2:00:00</b>		<b>10</b>	