

## TOLLESHUNT KNIGHTS PARISH COUNCIL

Minutes of the **Ordinary Meeting** held on Monday 25<sup>th</sup> June 2018 in the Village Hall, Top Road, Tolleshunt Knights.

### PRESENT:

Chair – Councillor D Tungatt

Vice Chair – Councillor M Porter

Councillors Mr Cook, Mrs Dennis, Mr Long and Mrs Thompson.

The Ward Member Councillor Mrs Bamford.

Miss V Banyard (parish clerk). No members of the public.

Prior to the meeting Councillor Mr Long was presented with a vase to commemorate his receiving of the MBE in the Queen's Honours List.

### TO RECEIVE QUESTIONS/ENQUIRIES FROM MEMBERS OF THE PUBLIC, TO RECEIVE AN ANSWER AT THE APPROPRIATE POINT IN THE MEETING

No issues were raised.

### 2456/01 TO RECEIVE APOLOGIES FOR ABSENCE, OTHER ANNOUNCEMENTS AND DECLARATIONS OF INTEREST FROM MEMBERS

There were no apologies for absence.

No Declarations of Interest were received.

### 2457/01 TO APPROVE THE MINUTES OF THE ANNUAL MEETING HELD ON 21ST MAY 2018

It was **RESOLVED** to approve the Minutes of the above Meeting.

### 2458/01 TO CONSIDER ANY ITEMS OF INFORMATION FROM THE ABOVE MINUTES

No issues were raised.

### 2459/01 TO CONSIDER PLANNING APPLICATIONS WHICH MAY BE RECEIVED AND OTHER PLANNING ISSUES

The following decisions by Maldon District Council were noted:

FUL/MAL/18/00408	42 Top Road Tolleshunt Knights	Proposed side and rear extension, replacement garage and new roof over to provide additional bedrooms, together with a new highway access (Highways ref 2554668) and change of use of land to residential to allow for a new access. <b>Approved</b>
NMA/MAL/18/00467	Late Knights 1A Brook Road Tolleshunt Knights	Application for non-material amendment following grant of planning permission HOUSE/MAL/16/01079 (Remove conservatory and construct a new two storey extension. Remove flat roofed garage and porch to front and replace with a new pitched roof porch with two new pitched roof dormer windows to first floor. Insert a new window to blocked up garage opening. Construct a new brick chimney to right hand side) Amendment sought: 1) Replace existing roof tiles with Marley Eternit concrete tiles, Ashmore Interlocking Double Plain tile – Old English Dark Red (MA 14280s) instead of natural slate. 2) New chimney stack to be painted render to match house instead of faced brick. <b>Refused</b>

2459/02 The following new applications were considered.

Councillor M Thompson, as Chair of the North West Planning Committee, did not vote on either of these two applications.

18/00602/HOUSE PP-06987699	Brookville 2 Brook Road Tolleshunt Knights	Replacement of parts of existing flat roof with extended and remodeled pitched roof. It was <b>RESOLVED</b> to support this application.
18/00667/HOUSE	Panorama Barnhall Road Tolleshunt Knights	First floor extension and two storey side and rear extension. It was <b>RESOLVED</b> to make no comment on this application.

2459/03 Councillors noted the following Appeal to the Planning Inspectorate:

17/01387/FUL APP/X1545/W/18/3197742 Written representation	Land opposite Krissimon Farm Honeypot Lane Tolleshunt Knights	Erection of 2 stables, hay barn and construction of manege with floodlights
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2460/01 TO RECEIVE AND CONSIDER ANY REPORT THAT THE CLERK MAY MAKE, INCLUDING CORRESPONDENCE RECEIVED BY THE COUNCIL.

St Luke's PCC has acknowledged with thanks the receipt of the grant for Tolleshunt Knights cemetery and has given details of how the money will be spent.

2461/01 TO CONSIDER ANY HIGHWAYS ISSUES

The Community Park Watch report (Trucam and dog patrols) for April and May was received. It was **RESOLVED** to arrange further patrols as follows:

Trucam – Brook Road – a total of three hours in half hour slots at approx 8am

Dog patrols – one 15 minute slot at 9.30 am and again at 4 pm (random date).

Councillors Mrs Bamford and Mrs Thompson (Ward Members) are to have a meeting with Jon Simmons to discuss Local Highways Panel schemes for the village.

2462/01 PUBLIC RIGHTS OF WAY

The public footpath from Brook Road across to Park Lane (first two fields) is almost impassable due to stinging nettles. Mr Strathern will be asked to cut these back.

2463/01 REPORT OF THE ROAD SAFETY OFFICER

There was nothing to report.

2464/01 REPORT OF THE PRESS OFFICER

Councillor Mr Long had written to the Tribune advising that the magazine was not being delivered to all residents in Tolleshunt Knights. He was advised that this was being investigated, but as the problem has recurred the clerk will send a further letter.

2465/01 REPORT OF THE REPRESENTATIVE ON THE VILLAGE HALL MANAGEMENT COMMITTEE

The Hall will be redecorated from the 13<sup>th</sup> to the 19<sup>th</sup> August. No date has yet been given for the repair of the fence at the front of the Hall.

The fete will be held on 22<sup>nd</sup> July and Councillor Mr Porter will send a Playing Field Hire Agreement to the VHMC.

The VHMC has agreed to pay half of the cost of repairs to the car park. One quote of £895 plus VAT has been received, but a further quote is awaited.

2466/01 TO RECEIVE AND CONSIDER ANY REPORT THAT THE RFO MAY MAKE AND TO AUTHORISE THE SIGNING OF ORDERS FOR PAYMENT.

It was **RESOLVED** to approve the financial statement and bank reconciliation dated 25.6.18.

2466/02 It was **RESOLVED** to authorise the following payments.

Miss V Banyard	Clerk's salary June and expenses	£ 213.28
HMRC	Clerk's tax June	£ 52.69

2467/01 TO RECEIVE AND APPROVE THE INTERNAL AUDITOR'S REPORT FOR THE YEAR ENDED 31.3.2018

It was **RESOLVED** to approve the report and the clerk was thanked for her work in preparing the accounts for audit.

Councillor Mr Tungatt undertook to carry out a quarterly check of the accounts.

2468/01 TO RECEIVE A REPORT ON THE CCTV IN THE VILLAGE HALL CAR PARK

There were no issues to report. The tree branch which is partially obscuring the camera will be dealt with.

2469/01 TO CONSIDER ANY MATTERS CONCERNING THE PLAYING FIELD

Repairs will be carried out to the bench in the play area.

2470/01 TO REVIEW THE PARISH COUNCIL'S STANDING ORDERS

The clerk will go through the 2018 (NALC) version of the Standing Orders and make any necessary amendments to the Parish Council's document. This will be discussed at the next meeting.

2471/01 TO CONSIDER ANY ISSUES CONCERNING NEW DATA PROTECTION REGULATIONS

The Privacy Statement and Data Protection Policy are now on the Parish Council's website. A date will be set for the Chairman and the clerk to go through the filing cabinets in the Village Hall and destroy any appropriate documents.

The clerk will look into the purchase of a pay-as-you-go phone for use by the Parish Council.

2472/01 TO CONSIDER ANY OTHER INFORMATION OR ITEMS FOR A FUTURE AGENDA

Councillor Mrs Bamford advised that the Ward Members will hold a monthly surgery at the Queens Head Tolleshunt D'Arcy on 7<sup>th</sup> July from noon until 1pm.

As there was no further business the Meeting was closed at 9.16 pm.