

TOLLESHUNT KNIGHTS PARISH COUNCIL

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Parish Clerk: V Banyard

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Minutes of the Annual Meeting held in the Village Hall Tolleshunt Knights on 15.5.2023

Present: Chair – Councillor D Tungatt
Vice Chair – Councillor M Porter
Councillors R Browning, G Cook, J Dennis, R Long and M Thompson.
Parish clerk – V Banyard.
There were two members of the public in attendance.

Prior to the meeting the newly elected Councillors signed the Declaration of Acceptance of Office as Members of Tolleshunt Knights Parish Council.

To receive questions/enquiries from members of the public, to receive an answer at an appropriate time in the agenda.

The applicant for planning application 23/00400/FUL below addressed the Council.

3485/01 To elect the Chair of the Parish Council for the year 2023 – 2024

It was **RESOLVED** to elect Councillor D Tungatt to the office of Chair, there being no other nominations.

3486/01 To receive the Chair’s Declaration of Acceptance of Office

Councillor D Tungatt signed the above form.

3487/01 To receive apologies for absence, other announcements and Declarations of Interest in the Meeting’s agenda items.

There were no apologies for absence.

Councillor M Thompson made a Declarations of Interest in planning application 23/00400/FUL below.

3488/01 To elect the Vice Chair of the Parish Council for the year 2023-2024.

It was **RESOLVED** to appoint Councillor M Porter as Vice Chair of the Parish Council , there being no other nominations.

3489/01 To receive the Vice Chair’s Declaration of Acceptance of Office

Councillor M Porter signed the above form.

3490/01 To approve the Minutes of the Ordinary Meeting held on 17.4.2023

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

3491.01 To receive items of information on the above Minutes.

No issues were raised.

3492.01 To consider planning issues:

a. Decisions by Maldon District Council – the following were received:

HOUSE/MAL/23/00122 The Foxes Tudwick Road Tiptree	Two storey side extension, single storey rear extension and alteration to the front including porch	Approved Date of decision: 20.4.2023
COUPA/MAL/23/00085 Land at Lower and Middle Farm Blind Lane Tolleshunt Knights	Demolish five existing silos and conversion of one silo into habitable accommodation	PA required & refused Date of decision: 14.4.2023

LDP/MAL/23/00140 1 Barnhall Road Tolleshunt Knights	Claim for lawful development certificate for proposed solar panels	Approved Date of decision: 25.4.2023
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b. New applications – The following were considered:

23/00400/FUL	Lower Farm Blind Lane Tolleshunt Knights	Retrospective application for an outbuilding for the use of a psychotherapy practice on an ancillary basis. It was RESOLVED to support the above application as it would provide a useful service for the local community.
23/00406/FUL	Land at Hylands Rectory Road Tolleshunt Knights	New Hall building It was RESOLVED to neither support or object to this application but to make the following comments: The Parish Council has concerns about the size, scale and height of the proposed hall. It is felt that the proposal will lead to an intensification of use and increased traffic in what is a very rural area.
22/00903/FUL	Land at Dodo Mansion Kelvedon Road Tolleshunt D'Arcy	Demolition of outbuilding and erection of 7 bed dwelling for supported living. It was RESOLVED to object to this application on the following grounds: The proposed dwelling is in an unsustainable location with an infrequent bus service, no bus stops or pedestrian access to local services. This would lead to isolation for the residents in the supported living facility, who would rely on private transport to reach nearby villages. Furthermore, access onto the site is onto a dangerous bend in the road.

c. Enforcement issues – any updates. Land adjoining 56 Top Road – Maldon District Council has advised that the owners of the site have confirmed that the shed and container are being removed. Via solicitors they have recently requested time to do this, aligned with work they are carrying out. The solicitors have asserted immunity re the hardstanding. Planning officers will follow this up and conduct an expediency test to decide if enforcement action should be taken.

d. To consider any other planning issues which may be raised. Councillor Mr Browning noted that the Planning Inspectorate did not appear to be consistent in their decisions (decisions on annexes at Manifold Wick Farm and Lower and Middle Farm).

3493.01 To consider any report that the Clerk may make and correspondence received.

Two residents in Barnhall Road had advised the Council that they had carried out a litter pick along this road and collected a great deal of rubbish. The Parish Council is most grateful for their efforts and Maldon District Council will be asked to arrange for Appletons to carry out further litter picking along the road.

3494.01 To consider any Highways issues.

The annual summary of the Trucam patrols showed that there had been a total of 417 captures of speeding vehicles during 2022-2023, of which 1 driver was prosecuted and 382 made to attend a speed awareness course. The numbers justify the Council's concerns at speeding in the village. The Trucam patrols will be asked to attend during early morning rush hours if at all possible.

3494.02 The entrance to the footpath leading from the Brook Road roundabout towards Park Lane is often very muddy and difficult to pass through. Essex County Council PROW will be asked if gravel can be laid to alleviate the problem.

3494/03 It was reported that some potholes in the village have been repaired, and the problems with the surfacing of the pedestrian footway in Brook Road has been logged with Highways.

3495.01 Road Safety report

There was nothing to report.

3496.01 Press report

No issues were raised.

3497.01 Village Hall Management Committee

Councillor Mr Porter had been unable to attend the meeting.

3498.01 To receive the financial statements for May and to authorise accounts for payment.

Councillors received the reports for May.

The clerk reported that there had again been problems with Maldon District Council not issuing some of its invoices from January 2023, but hopefully this has now been resolved,

3498.02 was **RESOLVED** to authorise the following payments:

V Banyard	Salary + expenses	£ 264.59
HMRC	Clerk's tax May	£ 56.11
BHIB Insurance	Insurance renewal	£ 628.59
Total		£ 949.29

3499.01 Audit issues for the year ended 31.3.2023

- a) It was **RESOLVED** to formally approve the summary of accounts for the above year.
- b) It was **RESOLVED** to approve the AGAR Governance Statement for the above year.
- c) It was **RESOLVED** to approve the AGAR Accounting Statement for the above year.

3500.01 To review the parish clerk's salary for the year 2023-2024

It was **RESOLVED** to increase the clerk's salary in line with the amount set out in the budget for the year 2023-2024.

3501.01 To consider the Parish Council's Assets Register

It was **RESOLVED** that the Assets Register for the year to 31.3.2023 should remain on an historical costs basis only, but from 1.4.2023 it will be changed to a depreciation basis. Councillor Mr Cook undertook to carry out this work and present it to a future meeting of the Council.

3502.01 To consider any issues concerning the playing field and play area, Village Hall and car park and CCTV systems

It was noted that the defibrillator had recently been deployed, but it was not known if it had actually been used. The clerk will check with the CHT what action to take next. Councillors Mr Tungatt and Mr Cook will join the clerk in a rota to check the machine weekly and to send reports to Webnos.

3502/02 It was **RESOLVED** that any future persons asking to hire the playing field will be advised that the Council now has a policy of not allowing any form of inflatable to be used on the field. This is due to health and safety and insurance issues. The playing field hire application form will be amended accordingly.

3503/01 To consider other items of information for inclusion on a future agenda.

The Parish Council will discuss how it can obtain deeds for the playing field and record it with the Land Registry.

As there was no further business the meeting was closed at 9.30 pm.

The above Minutes were approved at the meeting dated 19.6.2023 and recorded as Minute reference_ 3505/01