

**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 15.4.2024

Present:

Councillor D Tungatt (Chair)

Councillor M Porter (Vice Chair)

Councillors J Dennis, G Cook, R Long and M Thompson.

Parish clerk – V Banyard.

No members of the public were present.

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

3661.01 To elect the Chair of the Parish Council for the year 2024-2025.

It was unanimously **RESOLVED** to appoint Councillor D Tungatt as Chair of the Council for the above year.

3662.01 To receive the Chair's Declaration of Acceptance of Office.

Councillor D Tungatt signed the Declaration of Acceptance of Office as Chair of the Council for the above year.

3663.01 To receive apologies for absence, other announcements and Declarations of Interest in the Meeting's agenda items.

No apologies were received and no Declarations of Interest made.

3664.01 To elect the Vice Chair of the Parish Council for the year 2024-2025.

It was unanimously **RESOLVED** to appoint Councillor M Porter as Vice Chair of the Council for the above year.

3665.01 To approve the Minutes of the Ordinary Meeting held on 15.4.2024.

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

3666.01 To receive items of information on the above Minutes.

No issues were raised.

3667.01 To consider planning issues:

Decisions by Maldon District Council. The following were noted:

HOUSE/MAL/24/00161 10 Barnhall Road Tolleshunt Knights	Single storey front, side and rear extensions. Alteration to fenestration.	<b>Approved.</b> <b>Date of decision: 18.4.,24</b>
PDE/MAL/24/00220 23 Hawthorn Road Tolleshunt Knights	Single storey rear extension which would extend beyond the rear wall of the original house by 4.20m, maximum height of 3.40m and the maximum height to the eaves of 2.51m	<b>For information only</b> <b>Prior approval granted</b> <b>Date of decision: 23.4.24</b>
PACUAR/MAL/24/00136 Land north of Grove Hall Blind Lane Tolleshunt Knights	Application for prior approval for the change of use of an agricultural building into one dwelling	<b>Refused</b> <b>Date of decision: 23.4.24</b>

New applications. The following was considered:

24/00374/HOUSE 91 Brook Road Tiptree	Demolition of existing conservatory to facilitate single storey rear extension. Dormer to rear. Relocation of the entrance door and addition of rooflight to front elevation. New windows and door to side elevation.	It was <b>RESOLVED</b> to make no comment on this application.
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Enforcement issues – progress report (if any). No update has been given by Maldon District Council. Nothing further has been heard from Little Totham Parish Council concerning a joint approach to improve planning enforcement.  
Other planning issues. No issues were raised.

3668.01 To consider any report that the Clerk may make and correspondence received.  
There was nothing to consider.

3669.01 To consider any Highways issues.

The Trucam patrols in April made a total of 47 captures of speeding vehicles over two hours. The yearly summary for 2023-2024 showed that a total of 381 captures had been made, with 340 drivers required to attend a Speed Awareness course.

Councillor Mark Durham (Essex County Council) has asked local parishes to provide a list of outstanding and existing work such as repairs to roads, footways, vegetation clearing etc. He will then engage Highways crews to carry out any repairs or remedial works (this is in addition to normal work). The Parish Council will compile such a list for Tolleshunt Knights and submit it to Councillor Durham.

3670.01 Public rights of way report.  
There was nothing to report.

3671.01 Road Safety report  
There was nothing to report.

3672.26 Press Officer's report  
There was nothing to report.

3673.01 Report of the Village Hall Management Committee representative  
Councillor Porter was unable to attend the last meeting.

3674.01 To receive the financial reports for May and to approve cheques for payment.  
The financial reports were received and noted.  
It was **RESOLVED** to authorise the following payments:

V Banyard	Clerk's salary and expenses April	£ 299.07
HMRC	Clerk's tax April	£ 69.00
Microsoft	Subscription renewal	£ 59.99
Maldon DC	Trucam patrols Jan – Mar 2024	£ 291.82

It was **RESOLVED** to look into the adoption of internet banking for the Council and this is ongoing.

3675.01 Internal audit of the accounts for the year ended 31.3.2024 – update  
The internal audit was unfortunately postponed but will take place shortly..

3676.01 To consider any issues concerning the playing field and play area, Village Hall and car park and CCTV systems  
Playing field Deeds. Bawtree solicitors have advised that they are looking to see if they hold the deeds but despite a number of emails nothing further is forthcoming. The clerk will contact them again.

Insurance claim – subsidence of the Village Hall. The VHMC insurers have advised that the oak trees are implicated in the problem and they must either be felled or root barriers installed. The Parish Council has tried to obtain quotes from a number of specialist companies for the latter, but each time are advised that such quotes can only be obtained via the Parish Council's insurers, who are very tardy in answering e mails and not at all reactive. The Council cannot make a final decision on what action to take until it is able to obtain these quotes – the clerk will continue to try and obtain replies from its insurers.

3677.01 To consider other items of information for inclusion on a future agenda.  
No issues were raised.

As there was no further business the meeting was closed at 8.40 pm.