

TOLLESHUNT MAJOR PARISH COUNCIL

MINUTES OF THE ANNUAL REMOTE MEETING OF THE ABOVE COUNCIL HELD ON 4.5.2021

PRESENT:

CHAIR – COUNCILLOR T PAYNE

VICE CHAIR – COUNCILLOR T DEER

COUNCILLORS M COSTER, K NEATH AND A TAYLOR

The Parish Clerk V Banyard

No members of the public were in attendance.

Councillors were reminded that they should update their Register of Interests at this time.

Prior to the commencement of the meeting- Public session.

To allow members of the public to ask or answer questions or give evidence or information on matters relevant to the business of the Council.

No issues were raised.

4385.21 To elect the Chair of the Parish Council for the year 2021-2022.

It was **RESOLVED** to appoint Councillor T Payne as Chair of the Council for the above year.

4385.21 To receive the Chair's Declaration of Acceptance of Office.

The Council received Councillor Payne's Declaration of Acceptance of Office.

4386.21 To receive apologies for absence and Declarations of Interest in the Meeting's agenda items

Apologies for absence were received from Councillor M Thompson (Ward Member)

There were no Declarations of Interest.

4387.21 To elect the Vice Chair of the Parish Council for the year 2021-2022.

It was **RESOLVED** to appoint Councillor T Deer as Vice Chair of the Council for the above year.

4388.21 To receive the Vice Chair's Declaration of Acceptance of Office.

The Council received Councillor Deer's Declaration of Acceptance of Office.

4389.21 To approve the Minutes of the Ordinary remote Meeting held on 6.4.2021.

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

4390.21 To consider arrangements for the filling of the two vacancies on the Council by co-option.

To date no interest has been shown in the vacancies. A poster will be put in the Hall on election day.

4391.21 Planning

a) The following planning decision from Maldon District Council was noted:

COUPA/MAL/212/00206 Junction of Braxted Park Road and Maldon Road Tolleshunt Major	Prior notification for the change of use of an agricultural building to a flexible business use	Refused
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b) Latest planning applications – the following was considered:

21/00355/FUL	The Grange Retreat Boarding Kennels Tudwick Road Tolleshunt Major	Change of use of offices to staff accommodation, canteen, office and storage and increase in depth of existing rear window. Change of use of stables to kennel day stay facility. It was RESOLVED to make no comment on this application.
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c) Councillors noted the following appeal to the Planning Inspectorate:

APP/X1545/D/21/3268211 20/00938/HOUSE The Appeal will be determined on the basis of written representations.	14 Beckingham Street Tolleshunt Major	Proposed two storey side/rear extension. Single storey rear extension and porch.
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d) Enforcement issues at Wicks Manor Farm Witham Road - including update on pre-application advice request by Stigs - Erection of processing plant for the importation, screening and crushing of inert material, erection of workshop, site office, welfare unit, weighbridge, wheel cleaner and other ancillary buildings. It was reported that Maldon District Council's enforcement officers are now investigating various changes of use on this site, including overnight accommodation for staff. Stig's lorries are still using the farm and appear to be moving the soil bund around the waste site.

e) Other planning issues. Maldon District Council is currently reviewing the Local Plan and there is now a lack of building supply land. It is not known if Parish Councils will have an input in the review of the Plan.

There is still no decision on the application to allow a longer period of let at Field View Cottage Tolleshunt D'Arcy Road (20/01297/MLA). The clerk will try to find out the reasons for the delay.

4392.21 Finance

- a) The financial report and bank reconciliation for May were received.
b) It was **RESOLVED** to authorise the following expenditure:

1.	£ 239.52	Miss V Banyard	Clerk's salary (new rate SCP8) and office allowance
2.	£ 55.38	HMRC	Clerk's tax April
3.	£ 3.80	Miss V Banyard	Clerk's expenses – Internet
4.	£ 218.18	Essex Association of Local Councils	Subscription renewal
5.	£ 629.83	BHIB	Insurance renewal
6.	£140.00	N Powell Davies	Internal audit

4393.21 Audit of accounts for the year ended 31.3.2021

a) To approve the accounts for the year ended 31.3.2021. It was **RESOLVED** to approve the audited accounts.

b) To receive the internal auditor's report for the year ended 31.3.2021.

Councillors considered the points made in the internal audit report.

Councillor Mr Deer undertook to find out if the Council can retain the .org.uk website and to use secure e mail addresses.

The Risk Assessment policy needs to be updated to include instances where the Council might become inquorate.

It was **RESOLVED** to add Councillor Neath to the signatories of the bank account in place of William Frost who is no longer a Councillor.

The Parish Council is aware of the need to earmark reserves for works such as replacement of the cradle swings, tree work in the playing field and work on the surfacing of the car park.

c) To approve the AGAR Governance Statement. It was **RESOLVED** to approve the Governance Statement.

d) To approve the AGAR Accounting Statement. It was **RESOLVED** to approve the Accounting Statement.

4394.21 Update on the insurance claim from the owners of The Old School House and Oak House Tolleshunt D'Arcy Road alleging that cracks in the walls of the property are due to oak trees in the control of the Parish Council.

Nothing further has been heard, and the clerk will try again to obtain a progress report.

4395.21 To consider any issues concerning the playing field and play area – including:

- a) Play area – rust proofing and painting work. Councillor Mr Deer will obtain a quote so that a decision can be made at the next meeting.
- b) Progress report on the application for grant funding – new equipment for the play area and field. The stage two application is now in and it is hoped that a decision will be obtained at the end of May. The claim for a grant of £15,000 (if successful) will allow for more adult and child equipment to be purchased. Councillors discussed the replacement swings and it was **RESOLVED** that red mulch and bright yellow swings should be purchased and sited at the flatter area near the old swings. A site meeting will be held on 11th May to discuss the removal of the old swings and the siting of any new equipment arising from the grant application.
- c) The resurfacing of the car park – update. It was **RESOLVED** that as the car park has now dried out it could be rolled and no new surfacing would be required.
- d) Any other issues concerning the playing field. A replacement bin has now been ordered from Maldon District Council.

4396.22 To consider any Highways issues

- a) Trucam report. In March 2021 six captures of speeding vehicles over a one hour period were made.
- b) Update on resumption of Community Speedwatch. It is hoped that patrols will resume shortly.
- c) To consider further information on speed cameras and Speed Indicator Devices. Councillor Neath reported that she had submitted the required forms to Highways and has compiled a questionnaire to obtain residents' views on speeding issues in the village. This will be circulated in the village newsletter.
- d) Local Highways Panel Scheme. Application for a walkable verge from the playing field car park to St Nicholas Hall – any updates. Despite a number of e mails to Councillor Durham no update has been received on the progress of this scheme. It was reported that it is shown on the Maldon District Council website as awaiting funding.
- e) Update on any Highways issues reported to Essex County Council. A damaged speed limit sign outside Beckingham Court nursing home in Brick House Road has been reported.
- f) Any other issues concerning Highways or public rights of way. No other issues were raised.

4397.20 To note any other issues which may be raised.

Nothing was raised.

4398.20 To set the date and frequency of future meetings.

The date of the next meeting has been provisionally booked for 1st June 2021, but this is subject to government guidance of the holding of face to face meetings. Councillor Mr Payne will book the Hall for meetings over the rest of the year.

4399.20 To consider other items for information or for inclusion on future agendas

No issues were raised.

As there was no further business the meeting was closed at 8.58 pm.

The above Minutes were approved at the Council's meeting held on 6.7.2021 and approved as Minute Reference 4401.21.