

TOLLESHUNT MAJOR PARISH COUNCIL

Minutes of the Annual Meeting held on 16.5.2023 in St Nicholas Hall Tolleshunt Major

Present: Chair – Councillor T Payne
Councillors N Burrell, M Coster, K Neath and A Taylor
Parish clerk – V Banyard
One member of the public

Prior to the commencement of the meeting the newly elected Councillors filled in the Declaration of Acceptance of Office as Members of Tolleshunt Major Parish Council.

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.

4650.23 To elect the Chair of the Parish Council for the year 2023-2024.

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

4651.23 To receive the Chair's Declaration of Acceptance of Office.

Councillor T Payne filled in the above form.

4652.23 To elect the Vice Chair of the Parish Council for the year 2023-2024.

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

4653.23 To receive the Vice Chair's Declaration of Acceptance of Office.

Councillor K Neath filled in the above form.

4654.23 To receive apologies for absence and Declarations of Interest in the Meeting's agenda items.

Apologies for absence were received from Mr T Deer.

No Declarations of Interest were made.

4655.23 To approve the Minutes of the Ordinary Meeting held on 11.4.2023.

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

4656.23 To make a co-option to fill the vacancy on the Council following the recent uncontested election.

It was **RESOLVED** to co-opt Mrs J Sutton onto the Council to fill the remaining vacancy.

Councillor J Sutton filled in the Declaration of Acceptance of Office as a member of Tolleshunt Major Parish Council.

4657.23 Planning

a) The following planning decisions from Maldon District Council were noted:

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|---|--|--|
| HOUSE/MAL/ 23/00146 | 23 Sawyers Road Tolleshunt Major Single storey rear extension and alterations to existing house. Demolition of existing outbuilding, erection of a new outbuilding, a new oil tank and new tarmac driveway. | Approved Date of decision 6.4.2023 |
| AGR/MAL/23/00367 Land west of Witham Road Witham Road Tolleshunt Major | Prior notification for an agricultural grain, crop and machinery store | Prior approval not required Date of decision 28.4.2023 The Parish Council had raised a number of issues about this application and a response from Maldon District Council is awaited. |

| | | |
|--|---|--|
| FUL/MAL/23/00127 The Caravan at Bickleigh Lane Loamy Hill Road Tolleshunt Major | The construction of a replacement dwelling | Refused Date of decision 9.5.2023 |
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b) Latest planning applications – the following was considered:

| | | |
|----------------|---|--|
| 23/00404/HOUSE | Saffron Cottage Witham Road Tolleshunt Major | Proposed side extension and partly to demolish the existing porch. It was RESOLVED to make no comment on this application. |
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c) Enforcement issues. No updates were available

d) To consider any other planning matters. No issues were raised..

4658.23 Finance

a) The financial report, bank statement and bank reconciliation for May were received.

b) It was **RESOLVED** to authorise the following expenditure:

| | | | | |
|----|--------------|--------|-------------------|--|
| 1. | £ | 252.63 | Miss V Banyard | Clerk's salary and office allowance May |
| 2. | £ | 58.65 | HMRC | Clerk's tax May |
| 3. | £ | 5.07 | Miss V Banyard | Clerk's expenses May– internet provision |
| 4. | £ | 731.15 | BHIB | Insurance renewal |
| | Total | | £ 1,047.50 | |

4659.23 To update the Parish Council's Register of Assets – depreciation basis.

Councillor T Payne presented the revised Assets Register as above and it was **RESOLVED** to approve the new Register.

4660.23 Audit of accounts – year ended 31.3.2023

a) It was **RESOLVED** To formally approve the summary of accounts for 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.

These documents will now be sent to the Internal Auditor and then published on the Parish Council website.

4661.23 To consider any issues concerning the playing field and play area – including:

a) Play area – rust proofing and painting work. Some work remains to be done.

b) Purchase of a further tree using money left over from the sponsored trees – update. Councillor M Coster has liaised with Jay Chillingworth who will obtain the new tree on behalf of the Council.

c) It was noted that ROSPA Playsafety will carry out the play area inspection in May – date to be confirmed.

d) Any other issues concerning the playing field. Councillor T Payne reported that he had seen a child using a motor bike on the field. This contravenes the playing field bye laws. The sign stating “No motorised vehicles” will be cleaned so that the public are aware of the situation. The “No kite flying” sign has fallen down and will be reinstated. It was noted that residents had used the field for a BBQ but this was not considered to be a problem.

4662.23 To consider any Highways issues

a) Trucam report – if available. The annual summary of patrols has not yet been received – the clerk will chase this up.

b) Community Speedwatch. There was nothing to report.

- c) Reported Highways faults – update. Essex County Council has made the decision that the damaged speed limit sign in Church Road and the potholes and verge erosion in Witham Road are not priorities for repair. The Parish Council is very disappointed at the inefficient way in which highway repairs are carried out.
- d) To consider any issues on public rights of way. The bridge on footpath 3 by Balmoral has been repaired. Footpath 1 (Red House to Sawyers Road) is passable at present. The sign on the footpath from Mill Lane is on the list of work to be done. It was reported that the Ramblers Association are carrying out a scheme to report the state of cross field paths.
- e) Any other issues concerning Highways. There was nothing to report.

4663.23 To report on the King's Coronation celebrations. The village picnic was a success and enjoyed by all.

4664.23 To note any other issues or information which may be raised. Councillor Mr Coster has obtained the tape to repair the table tennis table in the playing field. The invoice is awaited.

4665.23 To consider other items for information or for inclusion on future agendas. The internal audit report and the play area inspection report will be considered at the June meeting of the Council.

As there was no further business the meeting was closed at 8.45 pm.