

TOLLESHUNT MAJOR PARISH COUNCIL

Minutes of the Ordinary Meeting held on 13.6.2023 in St Nicholas Hall Tolleshunt Major

Prior to the commencement of the meeting: Councillor T Deer signed the Declaration of Acceptance of Office as a member of Tolleshunt Major Parish Council.

Present: Chair – Councillor T Payne
 Vice Chair – Councillor K Neath
 Councillors N Burrell, M Coster, T Deer and J Sutton
 Ward Member Councillor M Thompson
 Parish clerk V Banyard
 No members of the public

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.

4666.23 To receive the Interim Chair’s resignation and to elect the new Chair of the Parish Council for the year 2023-2024.

The resignation of Councillor T Payne as Chair was received, and he was thanked for all his hard work over the past years.

Councillor K Neath then chaired the meeting.

There being no other nominations, it was **RESOLVED** to appoint Councillor T Deer as Chair of the Council for the year 2023-2024.

4667.23 To receive the Chair’s Declaration of Acceptance of Office.

Councillor T Deer signed the Declaration of Acceptance of Office as Chair of the Council and took up that office at the meeting.

4668.23 To receive apologies for absence and Declarations of Interest in the Meeting’s agenda items.

Apologies for absence were received from Councillor A Taylor.

No Declarations of Interest were made.

4669.23 To approve the Minutes of the Annual Meeting held on 16.5.2023.

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

4670.23 Planning

a) The Council received the following planning decisions from Maldon District Council:

LDP/MAL/23/00334 Land at Lyncroft Bakers Lane Tolleshunt Major	Claim for lawful development for the proposed siting of a caravan for ancillary use.	Refused Date of decision 22.5.2023
LDP/MAL/23/00250 Saffron Cottage Witham Road Tolleshunt Major	Claim for lawful development certificate for a proposed single storey side extension.	Refused Date of decision 19.5.2023

b) Latest planning applications – there were none to consider.

c) Enforcement issues. Although no new updates have been received Councillor Mrs Thompson reported that Maldon District Council’s planning enforcement team now has a full team of officers.

d) Affordable housing – to discuss liaising with the RCCE on provision in Tolleshunt Major. Following discussions with the Rural Housing Enabler regarding possible further development to the rear of Crossways in Tudwick Road, it was felt that the developer was not following the procedure for a Rural Exemption site. It was therefore **RESOLVED** to ask the Rural Housing Enabler to attend the Council’s July meeting, and in the meantime to contact Simon Plater of Tollesbury Parish Council and John Swords (MDC) to discuss the issue.

- e) To consider any other planning issues. Nothing was raised.

4671.23 Finance

- a) The Council received the financial report, bank statement and bank reconciliation for June
 b) It was **RESOLVED** to authorise the following expenditure:

1.	£	252.63	Miss V Banyard	Clerk's salary and office allowance June
2.	£	58.65	HMRC	Clerk's tax June
3.	£	tbc	Miss V Banyard	Clerk's expenses June– internet, postage
4.	£	153.00	ROSPA Playsafety	Annual playing field inspection
5.	£	9.05	replacementkeys	Spare keys for PC notice board
6.	£	110.00	Miss A C Wood	Internal audit year ending 31.3.2023
7.	£	40.00	Information Commissioner	GDPR Data protection fee renewal

- c) To note that the next round of the Essex County Council Community Initiatives Fund is now open – grants up to £10,000 towards capital or revenue projects.
 Councillors discussed the use of this grant as a means to fund a speed camera. It was noted that any application would require firm written evidence that the village would support such a scheme, and detailed costings for the camera. It was **RESOLVED** to first carry out a brief survey in Major News and on the Parish Council website to assess residents' appetite for a camera, and Councillor Neath undertook to do this. The results would be discussed at the July meeting.

4672.23 Audit of accounts year ended 31.3.2023 – To receive the internal audit report.

Councillors discussed the report and noted that the Risk Assessment policy should carry a reference to General Data Protection. Regarding the recommendation that the Council should earmark financial reserves for certain projects, it was **RESOLVED** that this was not considered to be necessary.
 The final stage of the audit would be the Explanation of Variances document and the public notice of accounts which will be published on the website.

4673.23 To consider any issues concerning the playing field and play area – including:

- a) Play area – rust proofing and painting work. There was nothing further to report.
 b) Purchase of a further tree using money left over from the sponsored trees – update. Nothing further has been heard from Mr Chillingworth about obtaining the tree. As it would need to be planted by the autumn it may be necessary to go elsewhere to obtain one.
 c) To receive and discuss the ROSPA Playsafety report on the playing field/play area inspection. It was **RESOLVED** to take the following action after considering the report's findings:
 Get a contractor in to rivet in a rubber buffer on the play area gate.
 Ask a contractor to dismantle the climber gate and make good any wood and use it to replace the car park bollards.
 Bonz Garden Maintenance will be asked to provide quotes for this work.
 Councillor Payne undertook to review the wording of various signs which can then be ordered.
 It was noted that the Multiplay step post was reported as being loose but of low risk. Councillor Mr Payne will check this.
 d) Any other issues concerning the playing field.
 The oak tree which was cut back by Maldon District Council is now obviously dead. Joe Poole (MDC) will be advised of this and asked to inspect the tree. If it is considered to be dangerous he will be asked to arrange for its felling at no cost to the Parish Council.
 In the event of late bookings of the Hall which ask for the gates to the field to be open, reminders of rules for the use of the field will be given to the hirers (no use of alcohol without specific permission; no use of disposable barbeques on the field due to fire risks) Signs will be obtained to clarify this.

4674.23 To consider any Highways issues

- a) Trucam report. Three captures of speeding vehicles were made in May. A copy of the annual summary of patrols will be obtained and circulated to Councillors.
 b) Community Speedwatch report. There was nothing to report.
 c) Reported Highways faults. No further updates were available.

d) To consider any issues on public rights of way. Vegetation on some paths was now very high. The annual cut by ECC should take place soon.

e) Any other issues concerning Highways. There was nothing further to report.

4675.23 To note any other issues or information which may be raised.

St Nicholas Hall will be holding Meet the Neighbours events and the Parish Council will fund some of the costs.

4676.23 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 9.13 pm.

The above Minutes were approved at the meeting dated 11th July 2023 and recorded as Minute reference 4678.23