

TOLLESHUNT MAJOR PARISH COUNCIL

Minutes of the Annual Meeting held on 14.5.2024 in St Nicholas Hall Tolleshunt Major

Present:

Chair – Councillor T Deer
Vice Chair – Councillor K Neath
Councillors N Burrell, M Coster, T Payne, J Sutton and A Taylor
Parish clerk – V Banyard
No members of the public were present.

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.

4773.24 To elect the Chair of the Parish Council for the year 2024 -2025.

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

4774.24 To receive the Chair’s Declaration of Acceptance of Office for the above year.

Councillor T Deer signed the Declaration of Acceptance of Office as Chair of the Council.

4775.24 To elect the Vice Chair of the Parish Council for the year 2024 -2025.

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

4776.24 To receive the Vice Chair’s Declaration of Office for the above year.

Councillor K Neath signed the Declaration of Acceptance of Office as Vice Chair of the Council.

4777.24 To receive apologies for absence and Declarations of Interest in the Meeting’s agenda items.

There were no apologies for absence and no Declarations of Interest were made.

4778.24 To approve the Minutes of the Ordinary Meeting held on 9.4.2024.

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

4779.24 Planning

Planning decisions from Maldon District Council. None had been received

Latest planning applications. The following were considered:

24/00271/VAR Offices Beckingham Business Park Beckingham Street Tolleshunt Major	Variation of condition 2 (approved plans) and condition 5 (Block C permitted uses) on approved planning application 20/00493/FUL (erection of 13 number business and general industrial units (use classes B1b, B1c and B2) office block (use class B1a,) and café (use class A3), complete with related infrastructure including road, parking spaces, drainage, landscaping and ecological area.	Decision taken between meetings due to time scale. It was RESOLVED to object to this application. Industrial units rather than offices will generate more regular traffic and larger vehicles. This change of use also goes against diversity of employment as set out in Policy E3 of the Maldon District Local Plan. There are existing empty industrial units on the Business Park so the Parish Council would question that the case can be made to demonstrate a need for further units of this
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24/00271/VAR Offices Beckingham Business Park Beckingham Street Tolleshunt Major <i>This was a further variation to the above application.</i>	Variation of condition 2 (approved plans) and condition 5 (Block C permitted uses) on approved planning application 20/00493/FUL (erection of 13 number business and general industrial units (use classes B1b, B1c and B2) office block (use class B1a,) and café (use class A3), complete with related infrastructure including road, parking spaces, drainage, landscaping and ecological area.	It was RESOLVED to make no comment on this application.
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Enforcement issues. To receive any updates.

There was nothing further to report on discussions with Little Totham Parish Council on how to improve enforcement issues in the two villages.

Appeal decision – the following was noted:

APP/X1545/W/23/3332515 FUL/MAL/23/00127 Bickleigh Mead Loamy Hill Road Tolleshunt Major	Construction of a replacement dwelling	Appeal allowed Application for full award of costs made by appellant partially allowed. Date of decision: 2.5.2024 Councillors noted that the decision included the statement that “Any future applications to replace caravans in the area would be judged against policy H4 and this decision does not set a precedent in this respect.”
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Parish Council comments on any future Maldon District Local Plan review. The amended submission has been sent to Priti Patel MP and a date for the meeting between Highways, Beckingham Business Park and the Parish Council is now awaited.

To consider any other planning issues.

No other issues were raised.

4780.24 Finance

Councillors received the financial report, bank statement and bank reconciliation for May.

The clerk reported that she had discussed the insurance premium with Clear Councils and a number of irrelevant items had been removed from the cover in order to lessen the premium. It was **RESOLVED** that the Council would enter the three year agreement with Clear Councils to take advantage of a discount, but would look to other insurance companies early in 2025.

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

1.	£	294.23	V Banyard	Clerk’s salary and office allowance May
2.	£	69.05	HMRC	Clerk’s tax May
3.	£	9.82	V Banyard	Clerk’s expenses May - internet and printer paper
4.	£	845.52	Clear Councils	Insurance renewal
5.	£	229.58	EALC	Subscription renewal

To receive any update on the Parish Council’s move to internet banking.

Councillor T Deer is now a signatory to the account, and he and the other signatories will now contact Barclays in order to set up the internet banking. The clerk would not be a signatory but would have access to the account in order to set up payments but not to release funds.

The Council noted that the Financial Regulations would need to be updated to include internet banking, but the National Association of Local Councils has just issued a new model Financial Regulations and these will have to be considered when making the review.

4781.24 To receive an update on the internal audit of the accounts for the year ended 31.3.2024

The internal audit meeting had to be cancelled but a new date is being arranged.

4782.24 To consider any issues concerning the playing field and play area – including:

Proposed path from the playing field car park to St Nicholas Hall. There was nothing to report.

ROSPA Playsafety inspection and report (if available). The inspection has not yet been carried out.

Any other issues concerning the playing field. Councillor T Payne passed on the playing field bye laws to the Chair and the Land Registry document to the Vice Chair.

4783.24 To consider any Highways issues

Feedback from the meeting with Priti Patel MP regarding the bennett island outside St Nicholas Hall and any other issues which were discussed. Nothing further was raised (see above).

Public rights of way. No issues were raised.

Speed camera. Councillor Neath reported that she had discussed with a Highways representative the proposals for the location of the speed camera. This will be for six rotations of three months each over three different locations, and it will be necessary to obtain the permission of the landowner in order to site the camera before the form is submitted. Councillor Neath will show the locations on a map and with photos, and this will be publicised in the village.

Highways also suggested a village gateway feature by Longs Farm Beckingham Street – these do appear to have some effect on slowing vehicles down as they drive into the village, and it might be possible to get funding for this project. Councillor Neath will obtain an application form and the Council will then need to look at the implication of insurance cover and a possible increased premium.

Highways repairs. Councillor Mark Durham (Essex County Council) has advised that he will be able to get highways teams into the villages to carry out road repairs. The Parish Council will prepare a list of any outstanding faults and this will then be forwarded to Councillor Durham for his attention.

Any other issues concerning Highways. Councillor Mrs Taylor will again report to Highways the undulating surface of Loamy Hill Road, and also the lorry sign at the farm shop (junction of Maldon Road and Braxted Road) which has been knocked over.

4784.24 To set a date for the Parish Council open day/drop in for residents.

This will take place in The Snug at St Nicholas Hall on 15th June from 11am to 1 pm. It will be advertised in Major News, at the village fair and on the Parish Council website and notice board.

4784.24 To review the Parish Council's Risk Assessment policy.

It was **RESOLVED** to adopt the Risk Assessment policy with a number of minor amendments.

4785.24 To note any other issues or information which may be raised.

Councillor T Payne submitted his letter of resignation from the Council as he is moving from the village.

The Council expressed its sincere thanks to him for all his hard work in the past, both as a Councillor and Chairman. He was always a very solid and conscientious Member on whom the Council could rely, and he will be greatly missed.

The vacancy on the Council will now be advertised in the usual way.

It was **agreed** that the litter picking equipment which was held by Councillor Payne should be passed on to the village litter ladies.

4786.24 To consider other items for information or for inclusion in future agendas.

No issues were raised.

As there was no further business the meeting was closed at 9.02 pm.

The above Minutes were approved at the meeting dated 11.6.2024 and recorded as Min Ref 4788.24