

TOLLESHUNT MAJOR PARISH COUNCIL

Minutes of the Ordinary Meeting of the above Council held on 11.6.2024 in St Nicholas Hall Tolleshunt Major

PRESENT:

Chair – Councillor T Deer

Vice Chair – Councillor K Neath

Councillors N Burrell, M Coster, 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.

4787.24 To receive apologies for absence and Declarations of Interest in the Meeting's agenda items.

Apologies for absence were received from Councillor Thompson (Ward Member) who is recovering from an operation. Members sent their best wishes for a speedy recovery.

No Declarations of Interest were made.

4788.24 To approve the Minutes of the Annual Meeting held on 14.5.2024.

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

4789.24 To consider possible co-option to fill the vacancy caused by the resignation of Councillor T Payne.

The vacancy has been advertised in the required way but no interest has been shown to date and the Council will now seek to co-opt a new member. It is hoped that a resident visiting the Parish Council drop in session on the 15th June may wish to apply for the vacancy.

4790.24 Planning

Planning decisions from Maldon District Council – None had been received.,

Latest planning applications – None had been received.

Enforcement issues. To receive any updates from Maldon District Council or on discussions with Little Totham Parish Council on how to improve enforcement issues on the two villages. There was nothing to report.

Meeting with Pritit Patel MP on planning issues in the village – follow up. It is hoped that this will be progressed after the general election.

To consider any other planning issues. It was noted that works are being carried out at the rear of Beckingham Business Park.

4791.24 Finance

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

To authorise the following expenditure. It was **RESOLVED** to authorise the following payments:

1.	£	294.23	V Banyard	Clerk's salary and office allowance June.
2.	£	69.05	HMRC	Clerk's tax June
3.	£	5.07	V Banyard	Clerk's expenses June - internet
4.	£	160.80	ROSPA Playsafety Ltd	Play area inspection
5.	£	40.00	ICO	Data Protection fee renewal

To receive any update on the Parish Council's move to internet banking. Councillors K Neath and M Coster will contact the bank to remove T Payne as a signatory and to add the clerk, who will set up the payments which will then be authorised by the approved signatories. This process must be documented in the Council's Financial Regulations.

4792.24 To receive the internal auditor's report on the accounts (year ended 31.3.2024)

Councillors noted the points raised by the report, including the lack of a minute reference showing that the budget and precept had been approved at a meeting. This was a clerical omission and it was **RESOLVED** to note that the budget and precept were confirmed at the meeting dated 9.1.2024 and recorded in Minute references 4741.23 and 4742.23. It was also noted that although the Risk Assessment policy was not reviewed in the 2023-2024 financial year, this was done at the meeting on 14.5.2024 (Minute reference 4784.24).

Members discussed the internal auditor's recommendation that the Council should adopt a Reserves Policy but it was felt that due to the size of the precept this was not necessary. It was also noted that the Assets Register (for audit purposes) should be based on historical values and not depreciation.

4793.24 Audit of accounts for the year ended 31.3.2024

- a) It was **RESOLVED** to approve the summary of accounts for the above year.
- b) It was **RESOLVED** to approve and sign the Certificate of Exemption for the above year.
- c) It was **RESOLVED** to approve the AGAR Governance Statement for the above year.
- d) It was **RESOLVED** to approve the AGAR Accounting Statement for the above year.

4794.24 To consider arrangements for the review of the Council's Financial Regulations using the new Model issued by the NALC.

Councillor Neath undertook to look at the new Model and report back at the July meeting. In the meantime it was **RESOLVED** to continue with the current Regulations.

4795.24 To consider any issues concerning the playing field and play area – including:

Proposed path from the playing field car park to St Nicholas Hall – update. To date no contractors have provided quotes.

ROSPA Playsafety report on the play area and playing field. To consider the report and any action which needs to be taken. Councillors discussed the report which showed that the majority of the equipment was classed as low or no risk, with only one or two amber risks. The latter were mainly timbers showing signs of rot. Options are to replace the timber or replace it with new equipment for teenage use, funded by a grant. Councillors Mr Coster and Mr Deer will look at the damaged items and report back at the July meeting. They will also look at some of the adult fitness equipment which is shown as medium risk, the bench and the need for regular cleaning the play equipment.

Any other issues concerning the playing field. There was nothing to consider.

4796.24 To consider any Highways issues

Feedback from the meeting with Priti Patel MP regarding the bennett island outside St Nicholas Hall and any other highways issues which were discussed – any updates. The Council hopes that further action will take place after the general election.

Public rights of way. To receive any reports. Councillor Mrs Taylor will look at the overgrown footpath opposite the horses' field in Beckingham Street.

Speed Indicator Device (SID) The application for this is now being processed.

Report on Highways issues for the attention of Councillor Durham (ECC). The list of outstanding highways issues has now been compiled and will be forwarded to Councillor Durham.

Any other issues concerning Highways. Visibility outside the car park at the playing field. Further to a resident's letter expressing concern at the difficulty in exiting the car park, Councillor Neath has asked Highways if a mirror could be set up at this location but has been advised that the car park does not fit the criteria for doing this. It is unfortunate that the Parish Council does not have the powers to carry out some minor highways works such as signage and cutting back of vegetation.

4797.24 Parish Council open day/drop in for residents. To consider any arrangements to be made. The drop in day will take place at St Nicholas Hall on 15th June from 11-1 pm. Councillor Neath has prepared a poster showing the powers of the three tiers of local authorities which residents may find useful.

4798.24 To note any other issues or information which may be raised. Overgrown hedges adjacent to Beckingham Business Park are making the use of the pedestrian footway dangerous. The landowner will be contacted to see if the problem can be resolved.

4799.24 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 8.48 pm.

The above Minutes were approved at the meeting dated 9.7.2024 and recorded as Minute reference 4801.24