

Present: Cllrs Barwick, Munson, Young

In the Chair: Cllr Smith

Clerk: Michelle Curtis

Also present District Councillor Thompson
2 members of the public

1. Chairman welcome

The Chairman welcomed everyone to the meeting.

2. Apologies for Absence

There were apologies for absence from Cllrs Cook, Henderson and Scott.

There were also apologies for absence from District Councillor Bamford.

3. Declarations of Interest

There were no declarations of interest declared.

4. District Councillors

Cllr Thompson reported:

- Maldon District Council are continuing with the 4T's project and will be supporting coffee mornings and lunch clubs.

5. Public Forum

The applicant for the application at Tanglewood Cottage, gave an overview of the proposed tree works.

It was agreed to move to item 17 next on the agenda.

17. Planning

Applications:

- TCA/MAL/18/00293
T1 Apple – Fell. T2 Walnut – Reduce branches to 1m. T3 Apple – Fell
Tanglewood Cottage, 2 Kelvedon Road, Tolleshunt D'Arcy
Resolved: to recommend approval of this application.

Appeals:

- None received.

The following decision made by Maldon District Council were noted:

- FUL/MAL/17/01332 – Grove Farm Stables, Grove Farm Road - Approved
- TCA/MAL/18/00183 – St Nicholas Church – Approved
- FUL/MAL/18/00033 – Walden, Tudwick Road - Approved

There were no appeal decisions made by the Planning Inspectorate.

6. Minutes of the Meetings held on 9th March 2018

Resolved: that the minutes of the Parish Council meeting on 9th March 2018 be approved as a true account of the proceedings of the meeting. The Chairman signed the minutes.
Unanimously agreed.

7. Finance

a) Monthly Financial Report

The Financial Report was received and noted.

The forecast working balance as at 27/03/18 was £23,677.36.

The Clerk reported:

- All bank accounts held with Barclays are now closed and all funds have been transferred into the Unity Trust account.

Resolved: to write to Barclays Bank to ask for compensation for them failing to carry out the request, sent to them in May 2017, to change the details of the Parish Clerk on the bank accounts.

The Chairman signed the reports.

b) Payments

The items for payment totalling £617.72 were presented for approval.

Members agreed they were happy with the completed work carried out by Bonz and authorised the Clerk to release the payment.

Unanimously agreed.

8. Internal Audit

The letter of engagement from Maurice Howard, Internal Auditor, was received and noted.

The cost of the audit would be a fee of no more than £150.00, based on a charge out rate of £125 per day, without prior notification.

9. Assets Register

Members reviewed the Assets Register.

The Clerk confirmed she had added the purchase of four new litter bins and had also removed two litter bins.

The value of the assets at the end of March 2018 were £200,204.51.

10. Risk Management Document

Members reviewed the Risk Assessment and Management Document.

The Clerk confirmed she had updated the review dates.

Resolved: to changes the level of Non-Payment of Precept from High to Low.

11. Wi-Fi

Cllr Barwick advised the approximate monthly cost for broadband is £18.00 per month.

Cllr Barwick reported that whilst carrying out her research, she had found that Essex Superfast Broadband have a WiFi scheme which offers grants of up to £400 per year.

Action: Cllr Barwick to make further enquiries regarding the scheme and to report back at the next meeting.

12. Training

There were no requests from the Clerk or Councillors to attend any training courses.

Action: Clerk to confirm dates of Advanced Councillor Training for Cllr Young.

13. Recording of Meetings

Resolved: to record the proceedings of Parish Council meetings.

Resolved: to purchase microphone suitable for laptop up to the value of £25.00.

14. Library

The Clerk advised that with effect from 2nd April 2018, the mobile library service will stop in Festival Gardens between 10.55am – 11.25am every three weeks.

Action: Clerk to publish on the Parish Council noticeboard, website and Facebook page and the Tribune.

15. Festival Gardens

The Clerk reported she had spoken with Jackie Storey at Moat Housing - Maldon, who advised that the areas of land in Festival Gardens were being measured up in connection with the grounds maintenance contract.

16. Police

Police Reports

The Police reports were received and noted.

18. Correspondence

Planters

The letter from the parishioner was received and noted.

Action: Clerk to investigate further and report back at the next meeting.

Action: Clerk to write to parishioner to notify her that the Parish Council were investigating the issue further.

19. Administration

General Data Protection Regulation (GDPR) – The Clerk reported a draft offer had been received from Maldon District Council to use the services of their Data Protection Officer. The cost would be £150 per annum, with an hourly rate for any DPO work or requests of £50. It was agreed, in principle, to use the services being offered by Maldon District Council. This would be accepted upon receipt of the formal offer.

Expenses – Following an enquiry at a previous meeting, the Clerk was proposing to put together an Expenses Policy for the Clerk and Members to claim expenses when attending any events/training courses on behalf of the Parish Council.

It was agreed the Clerk would circulate the proposed policy for consideration at the next meeting.

TruCam – The Clerk reported that the request to include Chapel Road in the TruCam scheme had been declined. All roads that have been request for TruCam speed patrols require approval of Essex Police and Chapel Road was unapproved.

Action: Clerk to enquire with the Community Protection Officers, if Councils have access to the data for any speed checks that have been carried out.

20. Representative Reports

a) Burial Ground

i) Gates

A quotation was received from Lenny Aldridge to clean and paint the gates with Sadolin for £125.00.

Resolved: to accept the quotation from Lenny Aldridge.

b) Recreation Ground

i) Monthly Inspection Report

The Monthly Inspection Report dated 27th March 2018 was received and noted.

c) Highways Matters

Cllr Cook was not present.

The Clerk advised she had swept the footpath clearing the twigs that were covering the footpath due to a nest falling from a tree.

d) Website/Facebook Updates

The Clerk advised she continues to update the website and Facebook page regularly.

21. Community Concerns – Information Exchange/Next Agenda Items

Cllr Young asked about the lime trees which are overhanging the pavement on Tollesbury Road.

The Clerk advised she had written to the owner and requested that the trees were cut back.

Cllr Young advised the vegetation underneath the trees was growing onto the footpath. The Clerk advised she had taken photographs that evening and would report this to Essex County Council via the online reporting tool.

Cllr Barwick reported that it had been brought to her attention that Parish Councils are eligible to apply for funding via the Tesco Bags of Help scheme and this may be an option if the Parish Council consider future projects.

The Chairman discussed the format for the Annual Assembly. The meeting will commence at 7.30pm with refreshments being served from 7.00pm. Cllr Young agreed to help with the refreshments.

Items for the next agenda:

- WiFi
- Planters
- Expenses Policy

22. Date of the next Meeting

The next Parish Council meetings will be held on:

Tuesday 24th April 2018 – Full Council Meeting – 7.30pm

The Chairman closed the meeting at 9.07pm.

Signed.....

Date: 24 APRIL 2018