



TOLLESHUNT D'ARCY PARISH COUNCIL



Notice is hereby given that the meeting of Tolleshunt D'Arcy Parish Council will be held on Tuesday 25th February 2025 in the Village Hall, Tollesbury Road, Tolleshunt D'Arcy commencing at 7.30 pm, to which members of the Council are summoned for the transaction of the under-mentioned business.

M. Curtis

Michelle Curtis – Clerk to the Council

18th February 2025

Councillors: J Smith (Chairman), J Denney, R Evans, I Ewing, M Henderson,
W Middleton, G Munson

A G E N D A

1. **Apologies for Absence**
To receive apologies for absence.
2. **Declarations of Interest**
To disclose the existence and nature of any Disclosable Pecuniary Interests, Other Registrable Interests and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B of the Code of Conduct for Members. (Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting.)
3. **County and District Councillors**
To receive information from County and District Councillors
4. **Public Forum**
Public participation - Residents wishing to raise a matter in the public forum should inform the Parish Clerk of the topic by noon the previous working day. A maximum time of 15 minutes will be allowed.
5. **Parish Working Group**
To receive a verbal update from the Parish Working Group.
6. **Minutes**
To receive and approve the minutes of the Parish Council Meeting held on 28th January 2025

7. Planning Applications

Applications are circulated to all Councillors with the agenda, for study before the meeting. Planning documents are also available for everyone to view on the Maldon District Council website (www.maldon.gov.uk).

- 7.1 To consider any other planning applications received from Maldon District Council

8. Planning Decisions

To receive notification from Maldon District Council of Planning Decision

- 8.1 24/00920/WTPO - The Old Rectory Church Street – Approved

9. Finance

- 9.1 To receive and approve the Monthly Financial Report as at 31st January 2025

- 9.2 To receive and approve payments

10. Training

To consider any requests for training.

11. Speed Device Indicator (SDI) / Vehicle Activated Signs (VAS)

To consider the proposal for the installation of an SDI/VAS

12. Recreation Ground

- 12.1 To consider the request from Blackwater Gymnastics to contribute £800 towards the path from the car park to the existing path should they be successful with their funding application

- 12.2 To review the previous agreement in principle to extend the recreation ground car park

13. Police

To receive the Police Reports (confidential)

14. Community Engagement Officers

- 14.1 To receive the CET Report for January 2025

- 14.2 To consider continuing with the services of the Community Engagement Officers in 2025/26

15. Annual Assembly

To agree upon the date for the Parish Annual Assembly

16. Administration

To receive information from the Clerk – update on current and ongoing matters

17. Representative Reports

To receive a verbal update from Parish Council Representatives

- 17.1 Burial Ground – Cllr Henderson

- 17.2 Recreation Ground/Pavilion – Cllr Middleton

- 17.3 Public Rights of Way – Cllr Henderson

- 17.4 Road Safety/Highways – Cllr Denney

- 17.5 Village Hall Working Group – Cllr Evans

18. Community Matters

To receive information only or note future agenda items

19. Dates of the Next Meeting

Tuesday 25th March 2025 – Full Council Meeting – 7.30 pm

Chairman: John Smith - 07505 008891

Clerk: Michelle Curtis

Address: PO Box 13205, Maldon, Essex CM9 9FU

Tel: 07483 325853 **Email:** clerk@tolleshuntardcyparishcouncil.gov.uk

Website: www.tolleshuntardcyparishcouncil.gov.uk



Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 24th January 2025

24/00920/WTPO **Tolleshunt D'Arcy**
 (TPO 07/12) T21 - Scots Pine - Retrospective felling of fallen tree
 The Old Rectory Church Street Tolleshunt D'Arcy Maldon
 (UPRN - 100091257882)
 Mrs Alexis Filer

APPROVE subject to the following conditions:-

1 **CONDITION**

The tree(s) to be felled shall be replaced by a tree, or trees, in accordance with details that shall be submitted to and approved in writing by the local planning authority. The submitted details shall include the species, size and location within the site of the proposed replacement tree(s) and the timing for the planting.

REASON

To secure appropriate replanting of the site in the interests of visual amenity and the character of the area in accordance with policy D1 of the Maldon District Local Development Plan.

2 **CONDITION**

If within a period of five years from the date of the planting of any tree that tree is removed, uprooted, destroyed, dies, or becomes, in the opinion of the local planning authority, seriously damaged or defective, another tree of the same species and size as that originally planted shall be planted in the same place, unless the local planning authority gives its written consent to any variation.

REASON

To secure appropriate replanting of the site in the interests of visual amenity and the character of the area in accordance with policy D1 of the Maldon District Local Development Plan.

3 **CONDITION**

The replacement trees are to be planted and maintained in accordance with BS8545:2014 Trees from nursery to independence in the landscape, Recommendations.

REASON

To ensure the best possible chances of success.

Date: 19/02/2025

Tolleshunt Darcy Parish Council

Page 1

Time: 11:51

**Bank Reconciliation Statement as at 31/01/2025
for Cashbook 1 - Current Bank A/c**

User: MICHELLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Trust Bank	31/01/2025		15,126.57
Unity Trust Instant Access Acc	31/01/2025		23,768.58
			38,895.15
 <u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			38,895.15
 <u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			38,895.15
		Balance per Cash Book is :-	38,895.15
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR Elections	71.75		71.75
321 EMR Parish Improvements	905.78	2,000.00	2,905.78
322 EMR Recreation Ground	1,800.65	5,602.27	7,402.92
323 Unallocated	169.57		169.57
324 EMR Burial Ground	1,303.83		1,303.83
325 EMR Maypole	515.00		515.00
326 EMR Speed Reduction	4,500.00		4,500.00
	<u>9,266.58</u>	<u>7,602.27</u>	<u>16,868.85</u>

Detailed Receipts & Payments by Budget Heading 31/01/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Income</u>							
1076 Precept	24,766	24,763	(3)			100.0%	
1090 Interest Received	480	249	(231)			192.9%	
1100 Grants & Donation Received	300	0	(300)			0.0%	
1990 Other Income	34	0	(34)			0.0%	
Income :- Receipts	<u>25,581</u>	<u>25,012</u>	<u>(569)</u>			102.3%	<u>0</u>
Net Receipts	<u>25,581</u>	<u>25,012</u>	<u>(569)</u>				
<u>110 Administration</u>							
██████████	████	████	████		████	████	
██████████	██	██	██		██	██	
██████████	████	████	████		████	████	
4070 Payroll Processing	82	80	(2)		(2)	102.5%	
4080 Training	120	300	180		180	40.0%	
4090 Bank Charges	89	108	19		19	82.8%	
4100 Audit Fees	385	400	15		15	96.3%	
4120 Subscriptions & Memberships	925	1,100	175		175	84.1%	
4130 Insurance	1,942	1,900	(42)		(42)	102.2%	
4140 Stationery	26	0	(26)		(26)	0.0%	
4160 Telephone & Broadband	153	173	20		20	88.5%	
4170 Website	1,538	350	(1,188)		(1,188)	439.3%	
4180 Office Equipment	0	50	50		50	0.0%	
4190 Office Allowance	260	312	52		52	83.3%	
4200 Grants & Donations Paid	58	500	442		442	11.6%	
4230 CPOs	764	1,100	336		336	69.5%	
4500 Hall Hire	1,050	500	(550)		(550)	210.0%	
4990 Sundries	115	200	85		85	57.4%	
Administration :- Indirect Payments	<u>14,711</u>	<u>15,897</u>	<u>1,186</u>	<u>0</u>	<u>1,186</u>	92.5%	<u>0</u>
Net Payments	<u>(14,711)</u>	<u>(15,897)</u>	<u>(1,186)</u>				
<u>130 Amenities</u>							
4300 Defibrillator	235	400	165		165	58.8%	
4310 Grass/Hedge/Tree cutting	3,593	3,400	(193)		(193)	105.7%	
4370 Maintenance	102	0	(102)		(102)	0.0%	
Amenities :- Indirect Payments	<u>3,931</u>	<u>3,800</u>	<u>(131)</u>	<u>0</u>	<u>(131)</u>	103.4%	<u>0</u>
Net Payments	<u>(3,931)</u>	<u>(3,800)</u>	<u>131</u>				

Detailed Receipts & Payments by Budget Heading 31/01/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>135 Burial Ground</u>							
1350 Burial Ground Income	144	2,000	1,856			7.2%	
Burial Ground :- Receipts	144	2,000	1,856			7.2%	0
4360 Water	102	90	(12)		(12)	113.1%	
4370 Maintenance	0	50	50		50	0.0%	
Burial Ground :- Indirect Payments	102	140	38	0	38	72.7%	0
Net Receipts over Payments	42	1,860	1,818				
<u>140 Pavilion</u>							
1550 Pavilion Rental Income	6,050	7,200	1,150			84.0%	
1560 Utilities Contribution	2,168	0	(2,168)			0.0%	
Pavilion :- Receipts	8,218	7,200	(1,018)			114.1%	0
4360 Water	45	240	195		195	18.8%	
4370 Maintenance	2,011	1,000	(1,011)		(1,011)	201.1%	
4400 Electricity	1,116	600	(516)		(516)	186.0%	
Pavilion :- Indirect Payments	3,172	1,840	(1,332)	0	(1,332)	172.4%	0
Net Receipts over Payments	5,047	5,360	313				
<u>145 Rec Ground</u>							
1450 Pitch Fees	150	250	100			60.0%	
Rec Ground :- Receipts	150	250	100			60.0%	0
4370 Maintenance	65	500	435		435	13.0%	
4550 Play Equipment	0	1,200	1,200		1,200	0.0%	
Rec Ground :- Indirect Payments	65	1,700	1,635	0	1,635	3.8%	0
Net Receipts over Payments	85	(1,450)	(1,535)				
<u>155 Streetlighting</u>							
4370 Maintenance	299	100	(199)		(199)	299.1%	
Streetlighting :- Indirect Payments	299	100	(199)	0	(199)	299.1%	0
Net Payments	(299)	(100)	199				
<u>160 Projects</u>							
4610 Parish Improvements	0	2,000	2,000		2,000	0.0%	
4620 Rec Ground	3,384	8,985	5,601		5,601	37.7%	3,384
Projects :- Indirect Payments	3,384	10,985	7,601	0	7,601	30.8%	3,384
Net Payments	(3,384)	(10,985)	(7,601)				
6000 plus Transfer from EMR	3,384						
Movement to/(from) Gen Reserve	0						

Detailed Receipts & Payments by Budget Heading 31/01/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>999 VAT Data</u>							
115 VAT on Receipts	2,003	0	(2,003)			0.0%	
VAT Data :- Receipts	<u>2,003</u>	<u>0</u>	<u>(2,003)</u>				<u>0</u>
515 VAT on Payments	1,840	0	(1,840)		(1,840)	0.0%	
VAT Data :- Indirect Payments	<u>1,840</u>	<u>0</u>	<u>(1,840)</u>	<u>0</u>	<u>(1,840)</u>		<u>0</u>
Net Receipts over Payments	<u>162</u>	<u>0</u>	<u>(162)</u>				
Grand Totals:- Receipts	36,096	34,462	(1,634)			104.7%	
Payments	27,504	34,462	6,958	0	6,958	79.8%	
Net Receipts over Payments	<u>8,591</u>	<u>0</u>	<u>(8,591)</u>				
plus Transfer from EMR	3,384						
Movement to/(from) Gen Reserve	<u>11,975</u>						



Dear Blackwater Gymnastics Club, Re: Quotation – Concrete path leading from car park to existing path

Output Requirements

- Excavate 60 linear meters x 1.2m wide path way
- Steel reinforced concrete to be laid
- Expansion/control joints to prevent cracking
- Final finish on top to be trowel and Brush finish for grip and aesthetics
- Harris trowel finish to frame the edges
- Barriers and ramps on every night to allow safe access to the park and pavilion

Not included

- Area directly in front of the vehicle gate

Normal procedure will be to clean as we go ensuring all health and safety precautions are followed. Any major obstructions or issues requiring further attention will be reported pending further action. In accordance with your instructions this operation will be undertaken between (dates to be agreed), with shifts starting at 0800am and finishing by 1600pm. Additional days charged at standard rates as per our articles of agreement.

Plant, Resource and Equipment

This will comprise of a fully equipped service, featuring: a possible 360 digger, dumper, crane. Grab lorry, abrasive saws and a skip lorry. Materials will be delivered to site with minimal disruption These items will be operated by a team of skilled workmen & engineers. Reporting Format Daily and weekly updates will be given to the customer as the job unfolds by the site manager.

Cost implications Based upon the criteria as detailed it is estimated that the required operations can be completed within a conservative 1 week period. Working on this basis and having prelims for this duration, then the cost for these works will be: **£9011 +VAT**.

Looking forward to working with you,

kind regards

Curtis Knapton

Community Engagement Tolleshunt Darcy

[View in Power BI](#) ↗





Speed Enforcement

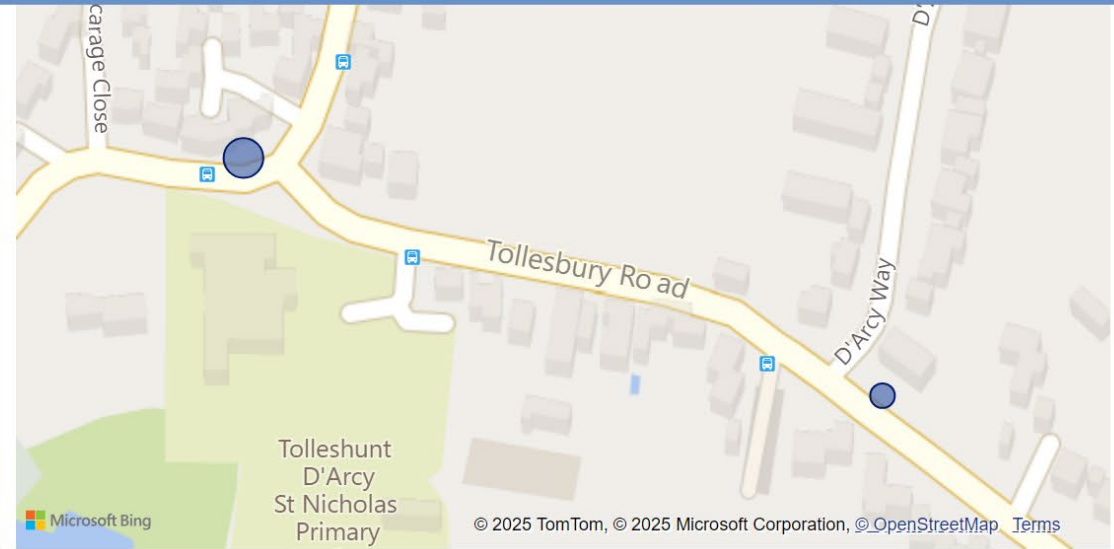
Tolleshunt D'arcy Parish Council

Filter Date

01/01/2025

21/01/2025

Patrol Location



Number of Patrols

4

Captures

12

Highest Speed Recorded

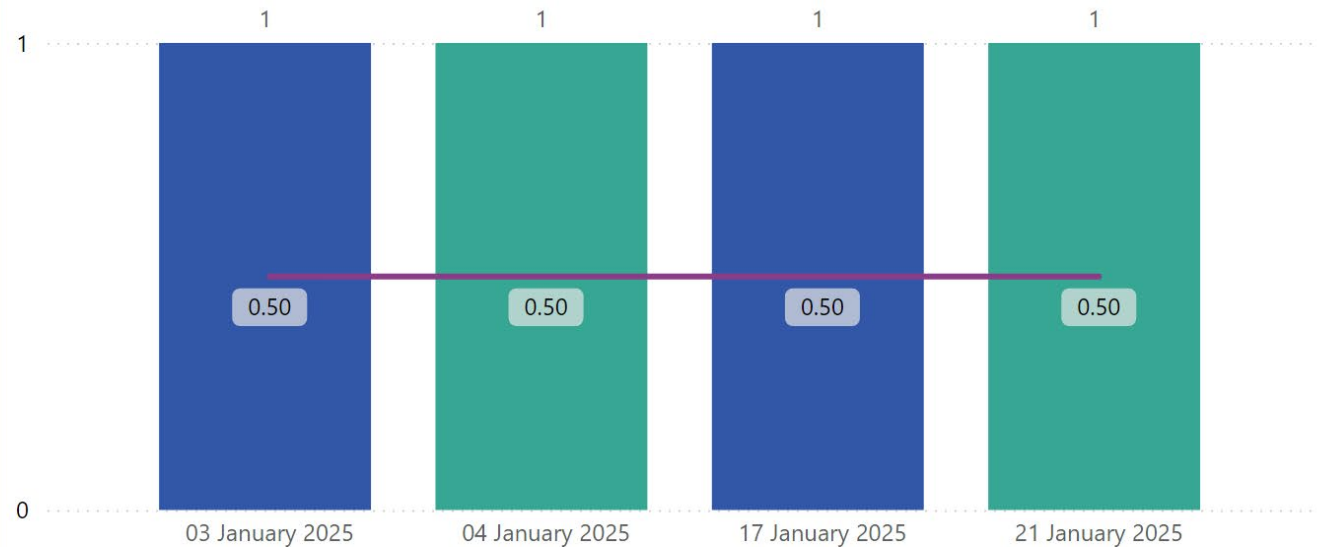
51

Speeds recorded in area

Site Name	Number of Patrols	Number of Captures	Highest Speed Recorded	Speed Limit
KELVEDON ROAD, NEAR J/W SOUTH STREET	3	4	51	40
TOLLESBURY ROAD, NEAR TO J/W D'ARCY WAY	1	8	45	30
Total	4	12	51	

Dates of Visits and How Long

● AM ● PM ● Duration in Hours





Speed Enforcement

Tolleshunt D'arcy Parish Council

Speeds Patrol Detail

Date filters effect this visual

Site Code	Site Name	Start Time	Date	Duration (hh:mm)
M060/LCT512	TOLLESBURY ROAD, NEAR TO J/W D'ARCY WAY	11:35 AM	03 January 2025	0:30
T496/LCT228	KELVEDON ROAD, NEAR J/W SOUTH STREET	12:10 PM	04 January 2025	0:30
T496/LCT228	KELVEDON ROAD, NEAR J/W SOUTH STREET	11:30 AM	17 January 2025	0:30
T496/LCT228	KELVEDON ROAD, NEAR J/W SOUTH STREET	02:25 PM	21 January 2025	0:30

clerk@tolleshuntdarcyparishcouncil.gov.uk

From: Jackie Drummond <jackie.drummond@maldon.gov.uk>
Sent: 18 February 2025 14:18
Cc: Adrian Rayner; Ben Chapman
Subject: Community Engagement Contracts 2025/26
Attachments: Parish Council Service Request April 2025.docx

Good afternoon

We are looking at Community Engagement service contracts for 2025/26 and advise the charge for the new financial year will be £43.24 per hour.

Please confirm if you intend to continue with this service by completing the attached service request document, and if you would like to make any adjustments to the current arrangements?

If you would like to discuss the contract further, please do not hesitate to contact Adrian Rayner or Ben Chapman.

Kind regards
Jackie



JACKIE DRUMMOND

Technical Support Officer
Service Delivery Directorate



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Community Engagement Team

Request for Service

April 2025 to March 2026



Please select the service and how many hours you require each month.

Service	Required Y/N	Please list the areas / facilities you would like included in our Patrol
TRUCAM		Sites designated by Essex Police Please list the number of hours
Community Patrols		
Total hours per month		

Any other comments:

Please return your completed request to
Jackie.drummond@maldon.gov.uk by 21st March 2025