

Those present:

Cllr Smith (Chair)
Cllr Denney
Cllr Ewing
Cllr Henderson
Cllr Middleton
Cllr Munson
Michelle Curtis (Parish Clerk/RFO)
Steve Howard – Parish Working Group

1. Apologies for Absence

Apologies were received and accepted from Cllr Evans.

2. Declarations of Interest

There were no declarations of interest disclosed.

3. County and District Councillors

There were no County or District Councillors present.

4. Public Forum

There were no members of the public present.

5. Parish Working Group (PWG)

Steve reported:

- An email had been sent to the Conservation Officer at Maldon District Council (MDC) regarding the shop, but there has been no response.
Action: Steve to chase up.
- Is there any update on the block drain on Church Street?
The Clerk advised that she had asked Cllr Durham to chase up the following outstanding highway issues:
 - 1) Drain covered in tarmac on Church Street
 - 2) Pothole on North Street
 - 3) Fallen school warning sign on Tollesbury RoadCllr Munson reported that there was a collapsed drain on Kelvedon Road.
Action: Clerk to report to Essex County Council (ECC)
- Has there been any action on the overhanging branches on the walkway between Church Street and Festival Gardens?
The Clerk advised there had been no response.
- Is there any update on extending the 30mph on the Maldon Road?
The Clerk advised advice was being sought from Cllr Durham, as the previous 30mph zone extension was done via the Local Highways Panel.
- It has been reported via Facebook that a tree outside the school looks dangerous. Steve said that he had met with Bonz, who noted severe decay and fungus at the base and that it needed to be removed.
The Clerk advised that she had reported this to ECC and Cllr Durham.

6. Minutes

Resolved: The Minutes of the Parish Council Meeting held on 28th January 2025 be approved as a true and accurate record of the meeting. Unanimously agreed by those who attended.

The Chair signed the Minutes.

7. Planning Applications

- 7.1 To consider any other planning applications received from Maldon District Council – None received

8. Planning Decisions

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

9. Finance

9.1 Monthly Financial Report

Councillors received the Monthly Financial Report as of 31st January 2025

Bank Reconciliation – a Closing balance of £38,895.15

Expenditure to date – Budget £34,462 – Actual £27,504

Income to date (including Precept (£24,766) £34,462 – Actual £36,096

Earmarked Funds – Closing Balance £16,868.85 – Net Transfers £7,602.27

The Chair and Cllr Middleton signed the Reports.

9.2 Payments

The Clerk reported that £2,950 had been received from Blackwater Gymnastics as a contribution towards the upgraded heating system.

Resolved: Unanimously agreed to approve the payments (Appendix A) totalling £5,929.56.

10. Training

There were no requests for training.

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

Councillors considered the proposal for the installation of an SDI/VAS on Tollesbury Road.

Resolved: Unanimously agreed to install an SDI/VAS on Tollesbury Road, which will cost approximately £5,000. This is subject to approval by Essex County Council.

Action: Clerk to ask Cllr Durham to provide a letter supporting the installation of the device.

Action: Cllr Denney to review the quotations and propose a supplier at the next meeting.

12. Recreation Ground

12.1 Path from the car park to the existing path

Councillors considered 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.

Resolved: Unanimously agreed to contribute £800 towards the path should Blackwater Gymnastics be successful with their funding. The additional path is to be the same standard as the recently installed path in the Recreation Ground. The additional path would be beneficial to all users of the Recreation Ground.

- 12.2 Car Park Extension**
Councillors agreed they would, in principle, like to extend the Recreation Ground car park.
Action: The Chair and Cllr Ewing will explore further.
- 13. Police**
The Police Reports were received and noted.
- 14. Community Engagement Officers**
- 14.1** The CET Report for January 2025 was received and noted.
- It was noted that during the CETs Patrols in January, there were 12 speeding offences, 4 on Kelvedon Road and 8 on Tollesbury Road, with the highest speeds recorded at 51mph on Kelvedon Road and 45mph on Tollesbury Road.
- 14.2 Community Engagement Officers 2025/26**
The cost for the CEOs TruCam patrols in 2025/26 will increase to £43.24 per hour plus VAT (£42.47 in 2024/25).
Resolved: Unanimously agreed to continue with the services of the CEOs in 2025/26 for 2 hours per month.
- 15. Annual Assembly**
It was agreed to hold the Parish Annual Assembly on 16th May 2025.
- 16. Administration**
Devolution – The Clerk reported that there is a consultation about Essex devolution. The closing date for responses is the 19th April 2025.
Action: Clerk to share details of the consultation with Councillors.
- 17. Representative Reports**
- 17.1 Burial Ground**
Cllr Henderson advised that there were no new issues to report.
- 17.2 Recreation Ground/Pavilion**
Cllr Middleton advised that there were no new issues to report.
- The Clerk reported that when the new heating was installed in the Pavilion, the contractor advised that work was needed to bring the EICR of the property to a satisfactory standard. The cost of this is £390.00 + VAT.
Resolved: Unanimously agreed to accept the quotation from SV Electrics for £390.00 + VAT to carry out the work required to bring the building to a satisfactory standard..
Action: Clerk to obtain a quotation from SV Electrics to carry out annual inspections.
- 17.3 Public Rights of Way**
Cllr Henderson advised that there were no new issues to report.
- 17.4 Road Safety/Highways**
Cllr Denney reported:
- Once through the winter months, Cllr Denney will arrange for an inspection to be carried out to look at any highway issues.

17.5 Village Hall Working Group
Cllr Evans was not present, so there was no update.

18. Community Matters

Cllr Middleton reported:

- The school parking safety signs are left out when the school is closed. Should they not be taken in to ensure they are not vandalised or stolen?
Action: Clerk to raise this with the school PTA, who arranged for the signs.
- There are still lights on the Maypole from Christmas.
Action: Clerk to ask the pub landlord to remove the lights.

19. Dates of the Next Meeting

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

The Chair closed the meeting at 8.20 pm.

TOLLESHUNT D'ARCY PARISH COUNCIL
PAYMENTS FOR APPROVAL

Appendix A

February 2025

Date	Cheque No.	Payee	Invoice No/Ref	Expenditure Detail	Amount
UNITY TRUST ACCOUNT					
17.02.2025	D/D	EE	V02314513611	Parish Mobile	£17.47
18.02.2025	D/D	E.On Next	KI-F334E675-018	Electricity Supply - Pavilion	£841.43
25.02.2025	Online	Wages		Staff Wages	£471.70
	Online	Mrs Michelle Curtis		Stationery	£16.00
	Online	HMRC		Tax & NI Feb 2025	£296.80
	Online	Mr L Aldridge		Maintenance - Area near village shop - Feb	£50.00
	Online	D W Maintenance	2698	Grounds Maintenance	£240.83
	Online	SV Electrics	8155	Installation of heating in the Pavilion	£3,954.00
28.02.2025	D/D	Unity Trust Bank		Bank charges - January 2025	£6.00
LLOYDS BANK - MULTIPAY CARD					
07.01.2025	D/C	Microsoft	G072914018	Monthly subscription	£12.36
28.01.2025	D/C	Adobe	IEN2025005371796	Monthly Subscription	£19.97
03.02.2025	D/C	Lloyds Bank		Monthly fee	£3.00
TOTAL					£5,929.56

Signed: _____

Date: _____

Signed: _____

Date: _____