

Those present:

Cllr Smith (Chair)
Cllr Denney
Cllr Ewing
Cllr Evans
Cllr Henderson
Cllr Munson
Michelle Curtis (Parish Clerk/RFO)
District Councillor Thompson
Vanessa Reeve – Parish Working Group
Trish Heard – Tolleshunt D'Arcy Fete Organiser

1. Apologies for Absence

Apologies were received and accepted from Cllr Middleton.

2. Declarations of Interest

There were no declarations of interest disclosed.

3. County and District Councillors

The report from Cllr Durham was received and noted.

4. Public Forum

Trish reported:

- The Village Fete was being held on 7th June 2025, and a copy of the risk assessment was provided.
Action: Clerk to include on the next council agenda for consideration.
- Permission is requested to place a skip on the field to facilitate rubbish clearance.
Councillors were happy for a skip to be positioned near the car park entrance.
- Permission is also requested for a small trailer to be allowed on the Recreation Ground for a band to play music.
Councillors were agreeable to having a trailer on the Recreation Ground, pending the weather.
- The King Charles III memorial garden will be installed once the twigs stop falling from the trees. It is very difficult to manage the area due to falling twigs. Permission is requested to move the rose tree from the area outside the shop to the new memorial garden.
Councillors were happy for the rose tree to be moved.

5. Parish Working Group (PWG)

Vanessa reported:

- The overgrown tree on the walkway between Church Street and Festival Gardens is still an issue. Vanessa advised that the tree was on the footpath and not in a resident's garden.
Action: Vanessa to provide the Clerk with photographs of the tree.
Action: Clerk to report to Essex County Council (ECC).
- The tree outside the school continues to raise concerns.
The Clerk advised that she had contacted ECC. ECC advised that this tree was inspected by a member of their team in January and is included in a

batch scheduled for felling. Given that the tree has withstood the worst of the weather, it has been placed on a normal batch (not an urgent one), so the work will be undertaken in due course. The tree is, of course, located within a Conservation Area, and therefore, the contractor will need to submit a S211 notice prior to felling.

6. Minutes

Resolved: The Minutes of the Parish Council Meeting held on 25th February 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 Application No: 25/00172/WTPO PP-13801641

Proposal: (TPO 07/12) T1- Holly - Height reduction by 1.5m, T7 - Oak - Crown reduction by 1.5m, T17, T18, T19, T20 - Yew Trees - Crown reduction by 1.5m

Location: The Old Rectory Church Street Tolleshunt D'Arcy

Resolved: Unanimously agreed to recommend approval of this application.

7.2 Application No: 25/00247/FUL

Proposal: Proposed part change of use of ground floor from residential to expand existing shop via internal alterations

Location: Darcy Stores 17 North Street Tolleshunt D'Arcy

Resolved: Unanimously agreed to strongly support this application, but the Parish Council would be interested in seeing the proposed repairs to the external elevation.

8. Planning Decisions

25/00004/TCA – 25 Chapel Road – Approved

9. Finance

9.1 Monthly Financial Report

Councillors received the Monthly Financial Report as of 28th February 2025

Bank Reconciliation – a Closing balance of £36,740.19

Expenditure to date – Budget £34,462 – Actual £33,434

Income to date (including Precept (£24,766) £34,462 – Actual £39,971

Earmarked Funds – Closing Balance £13,573.85 – Net Transfers £4,307.27

The Chair and Cllr Denney signed the Reports.

9.2 Payments

Resolved: Unanimously agreed to approve the payments (Appendix A) totalling £1,433.62.

10. Training

There were no requests for training.

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

Cllr Denney carried out a comparison on the SDI/VAS. Cllr Denney proposed to the Council that it accept the quotation from Westcotec for £4,269.00 + VAT. This did

not include the post, which would need to be purchased from an external source, and this would cost approximately £150.00

Resolved: Unanimously agreed to support the proposal from Cllr Denney to purchase the SDI from Westcotec for £4,269.00 + VAT, subject to approval from Essex County Council.

The Clerk reported that Cllr Thompson had provided a letter in support of the installation of a SDI.

Action: Clerk to apply to Essex Highways for the installation of the device.

12. Horticultural Show

Councillors considered the request from the organisers to use the Recreation Ground on 5th July 2025 for the annual Horticultural Show.

Resolved: Unanimously agreed for the Horticultural Show to be held on the Recreation Ground on 5th July 2025, subject to a risk assessment. The risk assessment needs to be submitted for consideration by the Full Council at the meeting in May.

13. Pavilion

13.1 Maintenance Contract

Resolved: Unanimously agreed to accept the quotation from Alpha Fire Alarms for £396.00 to carry out routine fire alarm and emergency light system maintenance at the Pavilion.

13.2 Path and Lighting

The emails from Blackwater Gymnastics regarding the path and lighting were received and noted.

Path from Village Hall to the Recreation Ground

Action: Clerk to seek confirmation of the ownership of the path.

Action: Clerk to obtain a quotation for a new path to be laid from the Village Hall to the Recreation Ground

Lighting

If Blackwater Gymnastics is successful in their application for a path from the car park to join the existing path, the Parish Council will be happy to consider funding the installation of low-level lighting. This would be a benefit to all users of the Recreation Ground.

14. Tree Work

Resolved: Unanimously agreed to accept the quotation from Bonz for £180.00 + VAT to carry out works on the dead birch tree adjacent to Beckingham Road, opposite 12 Beckingham Road, as requested by Essex County Council.

15. Police

The Police Reports were received and noted.

16. Community Engagement Officers

The CET Report for February 2025 was received and noted.

It was noted that during the CETs Patrols in February, there were 7 speeding offences, all on Tollesbury Road, with the highest speed recorded at 40mph.

17. Administration

Maypole – The Clerk confirmed that the lights around the Maypole had been removed.

Maypole – The Clerk reported that when the “Tommy” silhouette was removed from the Maypole, it was noted that some minor repairs were needed.

Action: Clerk to obtain a quotation for the repairs.

School parking safety signs – The Clerk confirmed that she had raised the matter of the signs being left out overnight with the school PTA.

Recreation Ground Car Park – The Clerk reported that Blackwater Gymnastics are requesting permission for a sign to be installed on the gate in the car park.

Councillors were happy for a sign to be installed.

Action: Clerk to request further information on the sign.

18. Representative Reports

18.1 Burial Ground – Cllr Henderson

No new information to report.

18.2 Recreation Ground/Pavilion – Cllr Middleton

Cllr Middleton was not present at the meeting, so there was no information to report.

18.3 Public Rights of Way – Cllr Henderson

Cllr Henderson reported:

It had been brought to her attention that a dog owner was driving their vehicle and letting their dogs out onto the footpath at Harvesters. The dogs are not on leads. It is alleged that the dogs are fouling, and the owner is not picking up after them.

Action: Cllr Henderson to provide further information to the Clerk, who will then report it to Essex Police and the Community Protection Officers.

18.4 Road Safety/Highways – Cllr Denney

No new information to report.

18.5 Village Hall Working Group – Cllr Evans

No new information to report.

19. Community Matters

Cllr Evans reported that the land at Salters Meadow is unsightly and needs tidying up.

Action: Clerk to write to the landowner to ask if they would tidy the area or if they would be happy for the Parish Council to arrange for it to be cleared.

20. Dates of the Next Meeting

Tuesday 29th April 2025 – Full Council Meeting – 7.30 pm

The Chair closed the meeting at 8.27 pm.

Signed:.....

Date:.....

TOLLESHUNT D'ARCY PARISH COUNCIL
 PAYMENTS FOR APPROVAL

Appendix A

March 2025

Date	Cheque No.	Payee	Invoice No/Ref	Expenditure Detail	Amount
UNITY TRUST ACCOUNT					
16.03.2025	D/D	EE	V02325436257	Parish Mobile	£17.47
25.03.2025	Online	Wages		Staff Wages	£517.50
	Online	HMRC		Tax & NI March 2025	£336.49
	Online	Mr L Aldridge		Maintenance - Area near village shop - March	£50.00
	Online	D W Mintenance	2707	Grounds Maintenance	£240.83
	Online	AJH Plumbing & Heating	425941	Installation of water heater - Pavilion	£130.00
	Online	Tollesbury Parish Council	TPC/31/2024-25	Hire of Projector	£100.00
31.03.2025	D/D	Unity Trust Bank		Bank charges - February 2025	£6.00
LLOYDS BANK - MULTIPAY CARD					
07.02.2025	D/C	Microsoft		Monthly subscription	£12.36
01.03.2025	D/C	Adobe		Monthly Subscription - February	£19.97
03.03.2025	D/C	Lloyds Bank		Monthly fee	£3.00
TOTAL					£1,433.62

Signed: _____

Date: _____

Signed: _____

Date: _____