

Those present:

Cllr Smith (Chair)
Cllr Denney
Cllr Evans
Cllr Ewing
Cllr Munson
Michelle Curtis (Parish Clerk/RFO)
District Councillor Thompson
Steve Howard and Vanessa Reeve – Parish Working Group
1 Member of the public

1. Apologies for Absence

Apologies were received and accepted from Cllrs Henderson and Middleton.

2. Declarations of Interest

There were no declarations of interest disclosed.

3. County and District Councillors

Cllr Thompson advised that there was no new information to report.

4. Public Forum

The resident, who was an organiser of the Village Larder, advised that funds were very limited and asked whether the Parish Council would consider providing a grant. The Chair advised the resident to complete a grant application form, which the Parish Council will then consider.

5. Parish Working Group (PWG)

Steve reported:

- Is there any update on reducing the speed limit from 60mph to 40mph on the Maldon Road?
The Clerk advised that the previous speed reduction on Tollesbury Road was funded under the Local Highways Panel. This fund is no longer available.
- Is there any update on when Maldon District Council will decide on the planning application for Beckingham Road?
The Clerk reported that she had emailed the Case Officer on 16th October 2025 requesting this information but had received no response.
- At a recent meeting, it was suggested that the Parish Council consider hosting an event to acknowledge the hard work of the volunteers in the village. Has the Council had any further thought on this?
The Chair advised that Councillors thought it was a good idea, but would not be able to use parish funds for such an event.
Action: Steve agreed to explore further.
- Earlier this year, it was reported that a tree outside the school was dangerous. It has severe decay and fungus at the base. It needs to be removed. In February, the Clerk reported this to Essex County Council, and they advised that since the tree had withstood the worst of the weather, it had been added to a standard list for future work.
Steve stated that no work has yet been carried out on the tree, and as we approach a period of bad weather, could this be followed up?

Action: Clerk to raise with Essex County Council.

6. Minutes

Resolved: The Minutes of the Parish Council Meeting held on 30th September 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 Planning applications received from Maldon District Council after publication of the agenda – None received

8. Planning Decisions

8.1 25/00543/HOUSE - 2 Festival Gardens – Refused

The Clerk reported that she had received notification from Maldon District Council regarding an appeal for this application.

9. Finance

9.1 Monthly Financial Report

Councillors received the Monthly Financial Report as of 30th September 2025

Bank Reconciliation – a Closing balance of £51,254.94

Expenditure to date – Budget £36,430 – Actual £19,346

Income to date (including Precept (£25,730) £36,430 – Actual £32,673

Earmarked Funds – Closing Balance £20,793.85 – Net Transfers £7,220

The Clerk reported:

- £136.44 bank interest received from the Unity Trust Bank Instant Access Account.

The Chair and Cllr Denney signed the Reports.

9.2 Earmarked Funds

Councillors reviewed the earmarked funds. Councillors agreed that the level of earmarked reserves was correct but required reallocation.

Action: The Chair and Clerk to prepare an update on the earmarked funds for approval by the Full Council at the next meeting.

9.3 Payments

Resolved: Unanimously agreed to approve the payments for September 2025 (Appendix A) totalling £4,547.58.

The Clerk confirmed that the payment to Universal Services Ltd, which had been withheld the previous month, had now been paid, as the issue with the goal posts had been resolved.

The Chair and Cllr Denney signed the payment schedule.

10. Training

The Clerk advised that she had circulated the EALC training calendar from November 2025 to March 2026.

There were no requests for training.

11. Recreation Ground Annual Inspection

The report from the annual play equipment inspection was received.

It was noted that all items were either low- or very-low-risk.

Action: The Chair and Cllr Middleton to review the work required and report back to the Parish Council.

Action: Clerk to obtain a quotation to tighten the cable on the zip-wire.

The Chair reported that the Clerk had requested a quotation from the play equipment inspector to assess the gym equipment and provide its lifespan. This would assist the Parrish Council with future budgeting for repairs/replacement.

12. Dog Bin – Harvesters

The Clerk reported that the previous Friday, she had met with the person responsible for Refuse and Waste from Maldon District Council and Appletons, the contractor who empties the dog/litter bins.

The location suggested by the Parish Council was not suitable. Three alternative positions had been suggested on the same route, but not as far. The Clerk and Chair had visited the site the previous day and agree the best location.

Action: Clerk to speak to the landowner to seek permission to move the bin onto their land.

Action: Clerk to write to the residents of the Harvesters, to seek their comments on the proposed location of the bin.

13. Police

The Police Reports were received and noted.

14. Community Engagement Officers

The CET report for September 2025 was received and noted.

It was noted that during the CET patrols in September, 13 speeding offences were recorded, all on Tollesbury Road, with the highest speed recorded at 47mph.

The resident left the meeting.

15. Administration

The Clerk reported the following:

- Budget – The Chair and the Clerk will prepare the draft budget before the next meeting. Councillors should submit any comments by no later than mid-November.
- Website – The work on the website had now been completed, and the website was now compliant with WCAG 2.2AA.

Action: Clerk to review the Accessibility Statement.

16. Representative Reports

16.1 Burial Ground

Cllr Henderson was not present at the meeting but had advised that there were no new issues to report.

16.2 Recreation Ground/Pavilion

The Chair reported:

- No formal notice had been received from Blackwater Gymnastics that they would be terminating their agreement for the hire of the Pavilion.

16.3 Public Rights of Way

Cllr Henderson was not present at the meeting but had advised that there were no new issues to report.

16.4 Road Safety/Highways

Cllr Denney reported:

- The post for SDI was still to be installed.

Action: Clerk to obtain quotations for the post for the SDI to be installed.

16.5 Defibrillators

The Clerk advised that replacement pads had been purchased for both defibrillators.

17. Community Matters

To receive information only or note future agenda items

18. Dates of the Next Meeting

Tuesday 25th November 2025 – 7.30 pm

The Chair closed the meeting at 8.20pm.

Signed:.....

Date:.....

TOLLESHUNT D'ARCY PARISH COUNCIL
PAYMENTS FOR APPROVAL

Appendix A

October 2025

Date	Cheque No.	Payee		Expenditure Detail		Amount
UNITY TRUST BANK - CURRENT ACCOUNT						
15.10.2025	D/D	EE	V02274381299	Parish Mobile		£18.59
28.10.2025	Online	Wages		Staff Wages		£485.80
	Online	HMRC		Tax & NI October 2025		£358.78
	Online	Mr L Aldridge		Maintenance - Area near village shop		£50.00
	Online	D W Maintance	2769	Grounds Maintenance		£240.83
	Online	Maldon District Council	TOL28793578	Communtiy Engagement Team - Jul - Sept 25		£311.33
	Online	Alpha Fire Alarms Ltd	32794	6 Month Service		£99.00
	Online	Bonz Cairey Ltd	5380	Concrete in four goal post sockets	£192.00	
			5412	Remove dead headge in Burial Ground	£900.00	
			5427	Installaton of goal posts	£384.00	£1,476.00
	Online	Tollesbury Parish Council	TPC/16/2025-26	Contribution towards PO Box Address		£74.30
	Online	Phelan Barker	INV-5178	Upgrade website accessibility to WCAG2.2 AA		£1,296.00
31.10.2025	D/D	Unity Trust Bank		Bank Charges - 04/09/24 - 30/09/24		£6.00
LLOYDS BANK - MULTIPAY CARD						
07.09.2025	D/C	Microsoft	GB-T12503507012	Monthly subscription		£12.10
29.09.2025	D/C	Adobe	IEN2025052214029	Monthly Subscription		£19.97
30.09.2025	D/C	Dropbox		Annual Subscription		£95.88
02.10.2025	D/C	Lloyds Bank		Monthly fee		£3.00
TOTAL						£4,547.58

Signed: _____

Date: _____

Signed: _____

Date: _____