



TOLLESHUNT D'ARCY PARISH COUNCIL



Notice is hereby given that the meeting of Tolleshunt D'Arcy Parish Council will be held on Tuesday 24th February 2026 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

17th February 2026

Councillors: J Smith (Chair), J Denney, 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. **Co-Option**
To consider applications and co-opt a member to the Parish Council
4. **County and District Councillors**
To receive information from County and District Councillors
5. **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.
6. **Parish Working Group**
To receive a verbal update from the Parish Working Group.

7. Minutes

To receive and approve the minutes of the Parish Council Meeting held on 27th January 2026

8. 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).

8.1 Application No: 26/00063/FUL PP-14657334

Proposal: Construction of a new single-storey annex within the residential curtilage of Grouts Farm, to provide an accessible bedroom with open plan living accommodation.

Location: Grouts Farm Kelvedon Road Tolleshunt D'Arcy

8.2 Application No: 26/00060/FUL PP-14642782

Proposal: Change of use of land and siting of 3 no. glamping pods for overnight tourist accommodation with external timber decking areas, package treatment plant, associated landscaping and new vehicular access point

Location: Land Adjacent Maple Cottage Tudwick Road Tolleshunt D'Arcy

8.3 Application No: 26/00016/HOUSE PP-14598301

Proposal: Conversion of the existing garage to living accommodation, including alterations to fenestration, together with the erection of a single-storey link extension to the main dwelling. Relocation of existing oil tank.

Location: Mulberry House Salters Meadow Tolleshunt D'Arcy

8.4 Application No: 25/00426/LDP PP-13860858

Proposal: Claim for lawful development certificate for a proposed erection of a steel framed building to the rear.

Location: 44 Tollesbury Road Tolleshunt D'Arcy

8.5 To consider any other planning applications received from Maldon District Council after publication of the agenda

9. Planning Decisions

9.1 25/00923/LDP - Dodo Mansion Kelvedon Road - Refused

9.2 25/01062/TCA - Grass Verge Corner Of Church Street – Approved

10. Finance

10.1 To receive and approve the Monthly Financial Report as at 31st January 2026

10.2 To ratify the expenditure of £770 for the data collector for the SID

10.3 To receive and approve payments

11. Data Protection

11.1 To consider adopting a new Data Protection Policy

11.2 To approve the new Data Audit Document

12. Training

To consider any requests for training

- 13. Pavilion**
 - 13.1** To receive notice from Blackwater Gymnastics to terminate the Lease Agreement for the Pavilion
 - 13.2** To consider the proposal to lease the Pavilion to provide a Community SEND facility
 - 13.3** To consider the quotation from Alpha Fire Alarms for Routine Fire Alarm and Emergency Light System Maintenance at the Pavilion

- 14. Grounds Maintenance Contract**
 - To review the work specification for the Grounds Maintenance Contract

- 15. Green Space Games**
 - To consider funding a Green Space Games event in Tolleshunt D'Arcy

- 16. CouncilWise**
 - To consider subscribing to CouncilWise

- 17. Community Engagement Officers**
 - 17.1** To receive the CET Report for January 2026
 - 17.2** To consider continuing with the services of the Community Engagement Officers in 2026/27

- 18. Administration**
 - To receive information from the Clerk – update on current and ongoing matters

- 19. Representative Reports**
 - To receive a verbal update from the Parish Council Representatives
 - 19.1** Burial Ground – Cllr Henderson
 - 19.2** Recreation Ground/Pavilion – Cllr Middleton
 - 19.3** Public Rights of Way – Cllr Henderson
 - 19.4** Road Safety/Highways – Cllr Denney
 - 19.5** Defibrillators – Cllr Middleton

- 20. Community Matters**
 - To receive information only or note future agenda items

- 21. Dates of the Next Meeting**
 - Tuesday 31st March 2026 – 7.30 pm

Chairman: John Smith - 07505 008891

Clerk: Michelle Curtis

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