

MUNDON PARISH COUNCIL

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Mrs J Lines
Parish Clerk/RFO
Homestead
Old Heath Road
Althorne
Essex CM3 6EW

4 September 2024

Dear Councillors

You are summoned to attend the MEETING OF **MUNDON PARISH COUNCIL** to be held on **Wednesday 11th September 2024 at 8.00 p.m.** in the **Victory Hall, Mundon**, when the following business is proposed to be transacted.

Yours faithfully
Jackie Lines
Parish Clerk/RFO

Councillors: Cllr Gavin Rowsell, Cllr John Bennett, Cllr Kerry-Jane Wylie,
Cllr Diane Leggett and Cllr Marita Ponting

A G E N D A

52. Chairman's welcome and to receive apologies of absence.

53. Declarations of Interest

- a) To receive declarations of interest for any agenda items.
- b) To remind members it is their responsibility to check that their Register of interest are up to date or if new to register at MDC i.e. if any changes occur that they are updated within 28 days on the MDC website.

54. Public Forum

A Code of conduct to be adhered to as a whole and is consistent with "Nolan Principles" which are set out in paragraph 3.1 of the Code of Conduct and the provisions of S29(1) Localism Act 2011.

55. Minutes of the previous meeting – 16 July 2024

To receive, approve and sign the minutes of the meeting of the Parish Council held on 16 July 2024.

56. County/District Councillors Report

To receive reports from County and/or District Councillors.

57. Policies, Procedures, Risk Assessments and Contracts

To consider and resolve any annual or new drafts.

- a) Co-Option Policy.
- b) Health and Safety Policy.

58. Transport

To receive an update from Cllr Ponting.

59. The Furze

To consider and resolve any capital expenditure and to receive an update on The Furze.

60. Grass Cutting/Verges

To receive an update from Cllr Leggett.

61. Neighbourhood Watch

To receive an update from Cllr Wylie.

62. Woodside

To receive an update.

63. Website and Social Media

To receive an update from Cllr Rowsell.

64. Planning

a) **Planning Applications For Information Only and for Review**

No new applications received.

b) **Planning Decisions (and awaiting Decisions)**

23/00342/VAR PP-12045353

Wycke View Farm, Main Road, Mundon

Removal of condition 2 (occupation of dwelling) on approved planning MAR/253/67 (Erection of dwelling for agricultural worker, OS field 213, Sparrow Wycke Farm, Mundon)

23/00440/OUT PP-12118536

Land north of Willow Grove, Maldon Road, Mundon

Outline planning application (with all matters of detail reserved for future determination except for means of access) for the erection of up to two dwellings

24/00468/FUL PP-13122898

Proposed conversion of existing barn to annexe

Land at Sparrow Wycke Farm, Main Road, Mundon

24/00469/HOUSE PP-13126844

Demolition of single storey extensions to side and rear to facilitate two storey side extension and single storey rear extension. Removal of canopy projection to principal elevation to be replaced with new porch. Removal of chimney to rear. Alterations to fenestration.

The Forge, Main Road, Mundon

c) **National Planning Policy Framework 2024 Reform (NPPF24)**

Consider and resolve a Parish Council response.

d) **Planning Correspondence:**

Members to note receipt via email of the following:

List of planning applications, decisions and appeals weeks 29 to 36.

65. Highways

- a) To receive any updates on outstanding or new highways matters.
- b) To review information received from the Community Engagement Team after carrying out regular speed checks via a TruCAM.
- c) To receive an update on village gateways.

66. Community

- a) Policing Team Beat Surgery.
- b) Fundraising Committee update from Cllr Leggett.
- c) To consider and resolve any requests for the use of funds.
- d) To review and approve the Fundraising Statement of Account at 31 August 2024.

**Mundon Parish Council
Fundraising Account
1 July to 31 August 2024**

Income

B/Fwd 30 June 2024	286.05
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**Summer Village
Fete (10 Aug 24)**

Bric-a Brac	30.10	
Refreshments	61.70	
Tombola	86.00	
Raffle	121.00	
	<hr/>	298.80

Total Income		<hr/> 584.85
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Less: Expenditure

Cakes and Drinks	54.20
Prizes	43.80
Sweets Game	27.49
Raffle Book	10.00
Table Flowers	10.00
Gift for Judge	18.86
	<hr/>

		<hr/> 164.35
Surplus Income		<hr/> <hr/> 420.50

67. Plume Educational Trust

Report from Trustee, Cllr Wylie.

68. Correspondence

A list will be provided on the evening of the meeting if any correspondence is received in addition to what has previously been circulated via email and is not an agenda item.

No decisions can be made under this heading it is for information only.

69. Finance

- a) To review and approve receipts, payments, bank reconciliation and budget - v - actual reports for July and August 2024 - List of payments are circulated to members at the end of each month prior to the meeting.

Jul-24						
FOLIO	DATE	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
17/24-25	01/07/2024	SLCC	Annual membership from 1 Aug 2024	112.00		112.00
18/24-25	03/07/2024	Mow My Law n	Inv 1590 grass cutting 14 and 28 June 2024	150.00		150.00
19/24-25	24/07/2024	Maldon District Council	Inv MUN20190973 - April to June 2024 inc. Engagement Team Servs	127.41	25.48	152.89
20/24-25	31/07/2024	Clerk	Salary and home office month 4 - July 2024	438.38		438.38

Aug-24						
FOLIO	DATE	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
21/24-25	28/07/2024	Mow My Law n	Inv 1598 grass cutting 12 and 26 July 2024	150.00		150.00
22/21-25	01/08/2024	Victory Hall	Victory Hall hire x2 hrs Sept 2024 meeting	16.00		16.00
23/21-25	30/08/2024	Clerk	Salary and home office month 5 - August 2024	394.50		394.50

- b) To consider and resolve new internal auditor for 31 March 2025 year end.
- c) To consider and resolve new parish projects to utilise the Capital Reserves.
- d) To consider and resolve new parish projects which the Locality Fund could support.

70. Archiving – Essex Records Office

Consider and resolve Agreement for the Custody of Records and material which did not merit preservation.

71. Training

Updates and review of future needs for members, volunteers and Clerk.

72. External Meetings

To receive reports on any external meeting attended by Councillors or Clerk.

73. Information Exchange & Items for next Agenda

An opportunity for members to raise any items they wish to be included on the agenda for the next meeting, other than what has already been decided during the course of the meeting.

74. Date of future meetings, next meeting Tuesday 19th November 2024 at 7pm.

75. All business having been transacted, the Chair thanks everyone for attending and closes the meeting.