

MUNDON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON
TUESDAY 21 SEPTEMBER 2021 AT 7.30PM IN THE VICTORY HALL

Email: mundonparishcouncil@yahoo.com

Website: Mundon.org – Tel: 07789 342747

Present: Cllr Gavin Rowsell, Cllr Lynne Attfield and Cllr Kerry-Jane Wylie

In Attendance: Mrs Jackie Lines – Parish Clerk/RFO

Members of the Public: 2

Meeting Commenced at: 7.30pm

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

Apologies received from Cllr John Bennett, no communication received from District Cllr Bassenger, District Cllr Boyce or District and County Cllr Stamp.

56. Declarations of Interest

- a) Members made the usual declaration that members live and/or work in the District and declared a global declaration. Cllr Rowsell declared an interest in Item 68 Planning, regarding applications 21/00682/FUL PP-09934476 – Mundon Hall, Vicarage Lane, 21/00601/HOUSE PP-09867928 – The Farmhouse, New Hall Lane and 21/00602/PP-09867928 – The Farmhouse, New Hall Lane (Listed Building Consent)
- b) Members noted their responsibility to make any changes to their register of interests within 28 days and let the Parish Clerk know that it had been done.

57. Minutes of the Previous meeting – 20 July 2021

The minutes were approved and signed by the Chairman as a true and accurate record – unanimous decision, minutes signed by Cllr Rowsell.

58. Public Forum

No items were raised by the members of the public present at the meeting.

59. County/District Councillors Report

No reports available, County and District Councillors not present.

60. Councillor Vacancy

Councillor position available – now Covid 19 has dropped to a sensible level, Clerk to advertise notice of casual vacancy.

61. Policies, Procedures and Risk Assessments

- a) Resolved – Standing Order to be amended for delegation to Clerk for supported planning applications – unanimous decision.
- b) Resolved – to adopt the procedures for internet banking and financial reporting to councillors – unanimous decision.

62. Transport

- a) No new issues arising.
- b) Cllr Bennett to provide detailed information on pricing and other specifics for uploading to the website.

63. The Furze

- a) Further quotes for new and repair of boundary fencing to be acquired by Cllr Attfield. Cllr Rowsell to discuss gate entrance into the Furze with a resident.
- b) Offer of memorial bench reviewed, it was noted current benches are susceptible to vandalism and often require repairs, a precedent could also be set. It was agreed the planting of a tree would be more appropriate to the area, Cllr Rowsell to discuss with resident.

64. Grass Cutting

Season for cutting will soon be coming to an end. Cllr Attfield to discuss with contractor.

It was noted positively that the vehicles parking on the grass verge had ceased of late allowing the vegetation to regrow.

65. Neighbourhood Watch

As far as Cllr Wylie has been made aware, there have been no reports of crimes within the village since the last meeting.

Cllr Wylie is now on the WhatsApp group where Chelmsford and Maldon NHW coordinators have a direct link to a dedicated Police WhatsApp number. Credible live time intelligence can (and is) being forwarded, i.e. if a drug deal is taking place and vehicle type/colour/registration numbers, good descriptions of culprits etc. The Police can then act or use the information to build up intelligence. It is NOT for emergencies.

For the month of September NHW are supporting the Take Five to Stop Fraud campaign: If someone contacts you asking for your personal or financial information it's important to say 'no'. It's ok to reject, refuse or ignore any requests. Only criminals will try to rush or panic you. We encourage you to perfect the art of saying 'no' by making sure you Stop, Challenge, Protect.

Please be aware of ASDA Gift Card Scam If you receive an unsolicited email asking you to click on a link and complete a survey in return for a £100 Promotional Gift Card, it is a scam. The link will simply take you to a website where scammers will steal your personal data and then use it to take out financial products or purchase goods using your data, with you ending up with an unexpected debt. If you receive an email like this, then please forward to report@phishing.gov.uk.

For further NHW information or advice, please look at chelmsfordneighbourhoodwatch.org.uk. The website has a wealth of information with newsletters, help and advice on fraud and cyber security, personal safety, home security and much more. By signing up to the newsletter NHW subscribers can get money off deals on various offers on security equipment.

66. Woodside

Recent update from Moat on 13 September 2021 confirmed they were still waiting to hear from Homes England and would continue to chase this matter.

67. Website and Social Media

Cllr Rowsell reported – the website is a legal requirement but the data reflects the only main use to be by Cllr Rowsell and the Clerk.

On Facebook there are currently 167 followers, a good number for a small village. The top post obtained 385 interactions and the last post only 42. Cllr Rowsell to focus on posting information in the future which is more local to and affects Mundon directly. No other new issues were raised.

68. Planning

a) **Planning Applications**

The applications below could not be reviewed due to Cllr Bennett’s absence, declaration of interests by Cllr Rowsell and not having quorum. Planning to be reviewed prior to next Parish Council meeting.

21/00682/FUL PP-09934476 – Mundon Hall, Vicarage Lane

Erection of a covered cattle yard for the purposes of animal welfare

21/00601/HOUSE PP-09867928 – The Farmhouse, New Hall Lane

Demolish and rebuild of an existing, single storey, flat roofed side addition

21/00880/HOUSE PP-10159075 – Antonbury, New Hall Lane

Two storey front, side and rear extension. Single storey rear extensions. Single storey front extension. New Chimney and changes to fenestration.

b) **Planning Decisions**

21/00673/HOUSE PP-09922255 – The Thatch, Vicarage Lane

Proposed single storey side/rear extension – **Approved by MDC w/e 20 August 2021 week 33**

21/00488/FUL PP-09768363 – Land between Furzedown and Elms Coal Yard, Main Road

New one and a half storey chalet style dwelling – **being considered by the meeting of the South-Eastern Area Planning Committee on 15 September 2021 @ 7.30pm – reviewed on 21 Sept 2021 and application pending a decision.**

c) **Planning Correspondence:**

Members to note receipt via email of the following:

List of planning applications weeks 19 to 27 - **Noted**

List of planning decisions and appeals weeks 19 to 27 – **Noted**

Correspondence received following publication of agenda

21/00602/ PP-09867928 – The Farmhouse, New Hall Lane (Listed Building Consent)

Demolish and rebuild of an existing, single storey, flat roofed side addition

69. Parish Council Land – Ownership and Boundaries

Clerk reported – legal advice on the sale of Parish Council land had been received from the EALC and the NALC which confirmed the Parish Council are required to obtain a best price valuation for each piece of land in the first instance.

A local estate agent had been contacted and had provided a quote for the work. The Parish Council to discuss the quote with the estate agent to see if a lower price can be obtained.

A resident confirmed some dead trees had recently fallen from the Parish Council land and they had cleared away some of the debris from the road. The Parish Council offered the help of the Wood Wardens in the future.

70. Highways

- a) Cllr Rowsell confirmed a revisit to traffic calming and tonnage levels for Mundon would be useful when Cllr Stamp is able to attend a Parish meeting. No other new items raised.

Highways Devolution Scheme – due to the low level of funding, Mundon would not benefit from this scheme.

Concerns regarding the speed of tractors through the village – polite request to be sent to relevant farms and contractors next year prior to the summer harvest season.

- b) To review any further information received from the Community Protection Team after carrying out random speed checks –

Tru Cam Attendance

July 2021 – two attendances of 30 minutes = 5 offenders

August 2021 – two attendances of 30 minutes = 8 offenders

71. Community

- a) The recognition plaque which had been installed within the Victory Hall to be moved to the previously agreed location on the Mundon Village sign.

- b) Cllr Wylie reported - a draft of the Mundon Information Booklet is currently being circulated with fellow contributor Christine McDonald looking at it then it will be forwarded to councillors and after approval sent to print.

72. Plume Educational Trust

To receive an update from a Trustee - Cllr Wylie confirmed there was nothing to report at this time but a face to face meeting is due to take place in November to look at student applications for funding.

73. Correspondence

There was no additional correspondence other than what had already been circulated via email or detailed as a separate agenda item.

74. Finance

- a) To review and approve, receipts, payments and bank reconciliations for July and August 2021. - List of payments circulated to members at the end of each month prior to the meeting – unanimously agreed and signed off by Cllr Rowsell.

Jul-21

FOLIO	DATE	PAYEE	DESCRIPTON	NET AMT	VAT	GROSS
16/21-22	12/07/2021	Mow My Lawn	Invoice 985 - June/July 21 mowing	240.00		240.00
17/21-22	16/07/2021	MDC inv MUN00183263	Trucam attendance x1hr June 2021	35.06	7.01	42.07
18/21-22	30/07/2021	Clerk	Salary and expenses - Month 4 - July 2021	369.30		369.30

Aug 21

FOLIO	DATE	PAYEE	DESCRIPTON	NET AMT	VAT	GROSS
19/21-22	01/08/2021	SLCC Inv MEM235606-1	Annual membership renewal from 1 Sept 2021	112.00		112.00
20/21-22	01/08/2021	Woodwarden Invoice	Repair/replacement to rear doors of noticeboard	45.00		45.00
21/21-22	09/08/2021	Mow My Lawn	Inv 1008 - 24th July/6th Aug mowing	160.00		160.00
22/21-22	10/08/2021	Victory Hall	Booking form for x2 hours 21 Sept 21 mtg	16.00		16.00
23/21-22	20/08/2021	MDC inv MUN20183488	Trucam attendance x1hr July 2021	35.06	7.01	42.07
24/21-22	31/08/2021	Clerk	Salary and expenses - Month 5 - Aug 2021	343.20		343.20

- b) Resolved – Auditor’s Letter of Engagement, signed by Cllr Rowsell.
Next and subsequent audits to be in electronic form only – unanimously agreed.
- c) Clerk reported – an online VAT reclaim had been completed at the beginning of September and submitted to HMRC up to and including 31 August 2021.

75. Training

Updates and review of future needs for members and Clerk – Clerk confirmed completion of the ILAC course in August 2021. No other additional training for members and Clerk required at this time.

76. External Meetings

To receive reports on any external meetings attended by Councillors or Clerk – no meetings attended during the period.

Clerk confirmed Cllr Stamp is attempting to assist with information on the possible future meetings of the Dengie Hundred Group of Parish Councils.

77. Information Exchange and Items for next Agenda

No further information or agenda items were discussed/exchanged.

78. Date of next meeting – Tuesday 16th November 2021 @ 7pm.**79. All business having been transacted, the Chair thanked everyone for attending and closed the meeting at 9.05pm.**