

MUNDON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON
TUESDAY 21 NOVEMBER 2023 AT 7PM IN THE VICTORY HALL

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Present: Cllr Gavin Rowsell (Chair), Cllr Kerry-Jane Wylie (Vice Chair)
and Cllr Diane Leggett

In Attendance: Mrs Jackie Lines – Parish Clerk/RFO
District Cllr Tony Fittock

Members of Public: 2

Meeting Commenced: 7pm

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

Cllr Bennett offered an apology for absence – apology accepted, unanimous decision.

80. Declarations of Interest

a) To receive Declarations of Interest for any agenda items.

Cllr Rowsell declared an interest in agenda item 92 (a) Planning ref: 23/00960/AGR
PP-12492869.

Cllr Fittock declared an interest in agenda item 92 (a) Planning ref: 22/00314/OUTM
PP-11430366

b) Members noted their responsibility to make any changes to their register of interest within 28 days and to let the Parish Clerk know that it had been done.

81. Public Forum

A resident raised a question regarding the quantity of salt stored in readiness for the winter.

Cllr Rowsell confirmed bags of salt are readily available to the parish council and

Cllr Rowsell tops up the salt bin located near Woodside when it is running low.

82. Minutes of the previous meeting – 19 September 2023

Minutes of the meeting of the Parish Council held on 19 September 2023 were approved and signed by the Chairman as a true and accurate record – unanimous decision.

83. Councillors

Councillor vacancy to be filled by co-option – no application for the Councillor vacancy had been received at present, continue to advertise. Letter sent to the Victory Hall Committee regarding the position on 4 October 2023 had not received a response to date.

84. County/District Councillors Report

District Councillor Tony Fittock provided a report:

At the last meeting a request was made for a dropped kerb following concerns for a

resident using a mobility scooter to cross the Main Road when accessing the bus stop and Victory Hall. After some research and discussion with other officers at district and county level, it was concluded residents are able to apply for a dropped kerb individually for outside their own property. However, for other areas within a village, the parish council would be required to address the request themselves and it would seem the only way to achieve this would be the installation of a pedestrian crossing.

This type of request would generally be submitted to the Local Highways Panel (LHP) however, the whole LHP system is currently under review and the process is extremely slow. Without any LHP funding, the costs could fall to the parish council.

Cllr Rowsell confirmed the parish council would need to explore the potential cost position and refer back to the resident.

Cllr Fittock continued:

There had been the announcement of the health services from St Peter's Hospital in Maldon to move to other areas, birthing unit to Braintree and inpatient rehabilitation beds to Brentwood. At present there does not seem to be a clear plan from the Alliance.

There is currently a shortage of GP's in the area being 17% short of the normal average. The changes being considered at the moment are the expansion/relocation of Southminster following planning approval of a new site and speculation upon the possible relocation of the Burnham surgery to Burnham Waters. There is wider debate on the matter of Primary care as surgeries such as Trinity Medical Practice in Mayland has limited opportunity to expand. Obviously as growth continues this will be an ongoing concern for both the District Council and the Integrated Care Board. Latchingdon residents for example have limited choice of provision i.e., Trinity rather than the Dengie Medical Practice in Mayland and Tillingham.

Some Future Meetings:

Strategy and Resources Committee – will continue to consider 'budget proposals' to help insure that the District Councils reserves are protected and advise 'Full Council' .The Committee provides recommendations to reduce expenditure so that it does not exceed income moving forward. An element of 'cost reduction' will inevitably be required to do so.

The next Full District Council meeting will debate in a Private and Confidential session the continuation of a significant Commercial project.

85. Policies, Procedures, Risk Assessments and Contracts

- a) It was resolved to adopt the Data Protection Policy – unanimous decision.
- b) It was resolved to adopt the Management of Records Policy – unanimous decision.

86. Transport

Cllr Bennett was absent from the meeting, a report to be provided at the next meeting.

It was noted the DHBUG held a bus users' meeting on 1 Nov 2023 in the Burnham Council Chamber with representatives from bus companies, district and town councils in attendance to discuss bus users' issues and concerns. Non-members are welcome at these meetings.

87. The Furze

The Wood Warden reported that a large tree had fallen recently bringing down a further eight other trees with it. These trees have now been dealt with and cleared.

Cllr Rowsell had taken a recent walk around The Furze and wished to thank the Wood Wardens for the fantastic job they do.

There continues to be some confusion over the unofficial footpath in the top left hand corner and access to The Furze, this could be fenced off again if required. Cllr Rowsell to discuss with the farmer again in the first instance.

Cllr Rowsell confirmed the request to cut back the brambles opposite West Chase, to clear the view of oncoming buses from the bus stop, had been completed.

Clerk reported a lady from the drumming circle, who hires the Victory Hall each month, had been in contact to make the parish council aware that they had used The Furze on occasions to carry out their activity session around the Oak tree and would like to continue with this.

88. Grass Cutting/Verges

Cllr Leggett confirmed there was nothing to report other than the grass cutting continues on a regular basis. It was felt the season is now at an end until the spring.

Observation of little growth on the saplings planted earlier in the year was raised and discussed, it was noted others planted at the same time elsewhere within the village were showing the same signs but were felt to be healthy.

89. Neighbourhood Watch

Since the last meeting Cllr Wylie has only been aware of one incident - fly tipping in Blind Lane, which was reported and cleared.

Cllr Wylie attended an online NHW meeting in September which reported on getting quotes for new street signage and for producing leaflets to have at 'events' or to be put through letterboxes to promote the NHW scheme. A representative from the police mainly discussed issues within the Chelmsford area identifying crime 'hotspots' and stated that there will be a new communication system for reporting intelligence as WhatsApp will not be permitted for Police use. The new system will work in the same way as the current WhatsApp way, it will just be done via SMS instead and Maldon and Chelmsford NHW coordinators will have their own separate area dedicated number to contact.

Cllr Wylie will set up a Mundon Community NHW Facebook page.

PFCC Meeting - Cllr Wylie attended this meeting 9th October at URC, Maldon. There were 11-12 residents from Maldon and District in attendance.

The board answering questions included Police Fire and Crime Commissioner Roger Hirst, Chief/Inspector Paul Ballard from Essex Police, Maldon Community Safety Manager Spencer Clarke and Craig McLellan Group Manager from the Fire and Rescue Service.

Questions from the public focussed on the new 20mph speed limits (which are being enforced), pavement parking (around school drop off, pick up time and meaning restrictive

access for pedestrians and for emergency vehicles). Also discussed was the new response model for fire stations where 2 engines are to be available at any station. Hare coursing was discussed and it has been reduced by 50 per cent, mainly due to intelligence gathering and patterns emerging.

The residents were urged to complete public consultations as need to hear from the public for the authorities to be able to act on comments.

All matters raised by the public were minuted and Cllr Wylie shall return to see how things progress.

Dengie Farm Watch - Cllr Wylie attended a Dengie Farm watch meeting on 16th November. Sgt Ben Felton gave a presentation on rural crime in general and an update on current staffing within the rural team. The rural engagement team operate between the hours of 7am and 10pm Monday – Friday. Conversation was had around organised crime gangs, the exporting of agricultural machinery/parts/stolen goods (Operation Charlotte at the ports, police able to open containers and search). Hare Coursing – Operation Galileo and the length of time to get criminals to court – currently long delays in bringing criminals to court. Lee Williams from Maldon District Council Community Engagement Team also reported on fly tipping and encouraged obtaining evidence to hold people to account.

A question was raised by a resident as to whether anti-social driving could be reported and investigated. Cllr Wylie to look into this matter.

90. Woodside

The Clerk reported the Wood Wardens had kindly completed the repair work to some fence posts and the Woodside fence was now ready for painting.

Cllr Rowsell and the Clerk attended an onsite meeting on 24 October at Woodside with the Placement Coordinator from the Probation Service. The work of painting the fence was discussed, photos taken, the area assessed, the village hall facilities reviewed and it was confirmed the work would now most likely take place in the spring 2024 during better weather.

It was felt by the Placement Office that the Sunday Community Team would most likely carry out the project. Some of the Team travel on their own, others travel together and there is a supervisor who attends with them.

The parish council are to supply items such as paint, paint brushes, wire brushes, sandpaper. All the information has been passed across to the Placement Coordinator's manager who will make an overall assessment.

The Victory Hall Committee will be contacted again once some possible dates are made available from the Probation Service to make arrangements for use of the hall facilities.

The Clerk had been liaising with Cllr Stamp with regard to the Locality Fund possibly funding the equipment and paint for the project and a request had been submitted.

91. Website and Social Media

Cllr Rowsell reported there had been twelve posts on Facebook since the last meeting in

September, mostly relating to roadworks. There are currently 288 followers on Facebook and the website has been accessed 47 times during the last month.
Feedback is always welcome regarding the quantity or content of any posts.

92. Planning

a) Planning Applications For Information Only and for Review

For Information Only

23/00960/AGR PP-12492869

Brickhouse, New Hall Lane, Mundon

Prior notification for an extension to an agricultural building

MDC confirmed prior approval is not required week 44 ending 3 Nov 2023

Cllr Fittock left the room whilst application discussed - interest declared in application
22/00314/OUTM PP-11430366

For Review

22/00314/OUTM PP-11430366

Amended Application

Land south of Fambridge Road, Burnham Road and east west of Station Road, Althorne
Outline planning application with all matters reserved except for access, for a phased mixed use development including: up to 550 dwellings (Class C3) including affordable housing; up to 1,000sqm commercial space (use Class E); Early years facility (use Class E(f)); Education provision (use Class F1(a)) ; a 16ha district park; a 3.3ha local park; allotments access enhancements and associated development

Considered, resolved, no representation to be made from Mundon Parish Council – vote 2:1 in favour

b) Planning Decisions (and awaiting Decisions)

23/00744/RESM PP-12152781

Mapledean Poultry Farm, Mapledean Chase, Mundon

Reserved matters application for approval of layout, appearance, landscaping and scale following outline planning permission OUT/MAL/18/01034 (Redevelopment of poultry farm for approx. 5030sqm B1 (b) & c) commercial floor space with associated access arrangements)

Considered by the South Eastern Area Planning Committee on 15 Nov 2023 – Cllr Fittock confirmed the application had now been approved

23/0331/LDE PP-12044336

Claim for lawful development certificate for an existing C3 dwelling without compliance with the relevant reserved matters MAR/253/67/1

Wycke View Farm, Main Road, Mundon

Refused by MDC 22 May 2023 – Appeal in progress as at 20 Nov 2023

23/00382/FUL PP-12059541

Unit 19 Mapledean Works, Maldon Road, Mundon

Construction of new portal framed B2 light industrial building with part mezzanine floor and office

Approved by MDC week 39 ending 29 Sept 2023

**Appeal - APP/X1545/W/23/3317079
22/00491/FUL PP-11144693**

Glenlene Main Road Mundon Essex
Construction of a two storey detached dwelling

Appeal allowed as at 14 Sept 2023 – Cllr Fittock confirmed the application had now been approved

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.

Application refused by MDC, appeal allowed and considered at the South Eastern Area Planning Committee on 15 Nov 2023

c) Planning Correspondence:

Members noted receipt via email of the following:

List of planning applications, decisions and appeals weeks 38 to 46.

93. Highways

- a) To receive any updates on outstanding or new highways matters –
Cllr Rowsell had reviewed the SID/VAS 30mph sign on 24 Oct and everything seemed to be working correctly on that day.
A resident made a suggestion for the actual speed to flash up on the 30mph sign. It was confirmed this project had recently been looked in to and a whole new sign would be required, costs were exorbitant and it was felt that it may not work in the monitoring authority's favour for speed control (refer minutes of meeting 18 July 2023 item 45 (b)).
- b) To review information received from the Community Protection Team after carrying out regular speed checks via a TRUCAM – the monthly patrols continue and the results reflect:
September = 11 offenders
October = 5 offenders
- c) To receive an update on the signs to display speeding data – one sample sign had been purchased and brought to the meeting, an order for a further three will now be placed.
- d) To receive an update on village gateways – research had indicated, when discussing with other parishes, the majority had been funded by the Local Highways Panel (LHP)/Essex Highways. With the help of Cllr Stamp, an application had been submitted to the LHP, although it was noted the process could take considerable time. Queries regarding the high costs of these items had also been raised.

94. Community

- a) Fundraising Committee update - Cllr Leggett confirmed there is a plan to hold another summer fete during 2024 but no date has been set at present. A committee meeting date will be set in spring 2024.
- b) Appendix 1 – Fundraising income and expenditure account to 30 September 2023 reflects a balance of £318.02 in hand.

95. Plume Educational Trust

Cllr Wylie attended a meeting on 7th November. It was reported that the fund pot was a maximum of £11,000. There were 9 applicants: 6 in their first year of study, 2 in their second and 1 in their 3rd. Courses being studied are Law, ancient history, psychology, sociology, film

and art history, language and linguistics with German, education and sociology. Depending on family income the students were granted scholarships from £900 - £1400. Following a unanimous vote to approve the scholarships, the cheques will now be forwarded to the students.

It was also discussed that the application form will be looked at to encourage more students to apply and to also make it a digital application. The next meeting will be in May 2024.

96. Correspondence

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

97. Finance

- a) To review and approve receipts, payments and bank reconciliation for September and October 2023 - List of payments are circulated to Members at the end of each month prior to the meeting – unanimously agreed and signed off by Cllr Rowsell.

Sep-23							
FOLIO	DATE	PAYMENT	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
22/23-24	02/09/2023	BP	Mow My Law n	Grass cutting services x2 for 3 & 25 Aug 2023	150.00		150.00
23/23-24	29/09/2023	BP	Clerk	Salary and home office - month 6 - September 2023	404.54		404.54

Oct 23							
FOLIO	DATE	PAYMENT	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
24/23-24	02/10/2023	BP	Victory Hall	Victory Hall hire x2 hrs Nov 2023 mtg	16.00		16.00
25/23-24	17/10/2023	BP	Maldon District Council	Sept23	121.59	24.32	145.91
26/23-24	31/10/2023	BP	Clerk	Expenses - x1 speed data sign from UK Safetystore	23.99	4.80	28.79
27/23-24	31/10/2023	BP	Clerk	Salary and home office - month 7 - October 2023	413.75		413.75

- b) The precept budget for 2024/2025 (Appendix 2) was considered in detail, accepted and resolved – unanimous decision.
It was resolved for the Wood Wardens' training and course clothing, at an estimated figure of £750, under the headings training and contingency as projected expenditure required in the current year to 31 March 2024, be funded from reserves rather than the precept. Clerk to update 2024/25budget – unanimous decision.
- c) The 2023/24 Local Government Services Pay Agreement for the Clerk, backdated to 1 April 2023 was considered and resolved to be processed in November 2023 – unanimous decision.
- d) Internal interim audit for current year set to take place on 14 December 2023 with the current auditor, April Skies.

98. Training

No requests for training received from Members or Clerk.

The Wood Wardens refresher course for chainsaw maintenance and chainsaw crosscutting to be booked at Writtle College. Interest has been registered with the college and course dates awaited. A specific set of chainsaw trousers will need to be purchased to attend the course, Wood Warden to obtain quotations.

99. External Meetings

Cllr Wylie attended the Dengie Farm Watch meeting held on 16 November 2023 – refer item 89 for details.

Cllr Wylie attended the PFCC meeting on 9 October 2023 – refer item 89 for details.

DHGPC meeting set for 7 December 2023 at 8pm will be attended by Cllr Wylie.

100. Information Exchange and Items for next Agenda

No requests were received for information exchange or items to be placed on the next agenda.

101. Next meeting to be held on Tuesday 16th January 2024 @ 7pm

102. All business having been transacted, the Chair thanked everyone for attending and closed the meeting at 8.47pm.

**Mundon Parish Council
Fundraising Account
22 March 2023 to 30 Sept 2023**

Appendix 1

Income

B/Fwd	18.22
Summer Fete (12 Aug 23)	
Donation - TTS	100.00
Donation - JB	40.00
MPC reimbursement LP Inv	40.00
Raffle Tickets	123.00
Bric-a-Brac	58.10
Tombola	85.00
Refreshments	<u>112.10</u>
	576.42

Less: Expenditure

Cakes/napkins/prizes	50.40
Refreshments	38.00
Splat the Rat	10.00
Sweets	15.00
LP - fence repair materials	40.00
Float	100.00
Pansies	5.00

	<u>258.40</u>
Surplus Income	<u><u>318.02</u></u>

Appendix 2

**Mundon Parish Council
Precept Budget 2024/2025**

	Clerk's Salary	Clerks Office All	Admin Expenses	Audit Fees	Affiliation Fees	Donations (\$137)	Victory Hall Hire	Insurance	Training	Election Expenses	Grass Cutting	Parish Projects	Contingency	TOTAL BUDGET
Budget headings 2023/24	4,790	360	70	170	310	100	160	435	200	250	1,480	700	600	9,625
Amount spent to 31 Oct 23	2,695	210	47	160	284	0	72	431	0	0	525	372	0	4,796
Amount of budget remaining to 31 Mar 2024	2,095	150	24	10	26	100	88	4	200	250	955	328	600	4,829
Projected expenditure required to 31 Mar 2024	2,092	150	0	0	0	0	32	0	0	0	600	292	0	3,166
Estimated remaining balance at 31 Mar 2024	3	0	24	10	26	100	56	4	200	250	355	37	600	1,664
RECOMMENDED 2024/2025 BUDGET	4,860	360	50	190	310	100	160	460	200	500	1,350	700	600	9,840