

MUNDON PARISH COUNCIL

DRAFT MINUTES OF THE MEETING HELD ON TUESDAY 18 JULY 2023 AT 7PM IN THE VICTORY HALL

Email: mundonparishcouncil@yahoo.com

Website: Mundon.org – Tel: 07789 342747

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

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

Members of Public: 2

Meeting Commenced: 7pm

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

No absences or apologies received.

31. Declarations of Interest

- a) To receive Declarations of Interest for any agenda items - Cllr Leggett declared an interest in agenda item 44.
- b) Members noted their responsibility to make any changes to their register of interests within 28 days and to let the Parish Clerk know that it had been done.

32. Public Forum

No questions raised from the public attending.

District Councillors Cllr Bassenger and Cllr Fittock explained the leadership position within Maldon District Council following the election in May 2023.

On 8th June an administration by agreement was formed appointing Cllr Richard Siddall as Leader of the Council and Cllr Mark Bassenger as Deputy Leader.

The Chairman of the Council remains as Cllr Kevin Lagan and Cllr Ron Pratt was appointed as Vice Chairman.

The largest group was conservative with 9 members elected, the other groups having 6. It was by agreement that the Maldon District Independent Group would take the leadership as none of the other groups were prepared to lead the council. The leadership of the council will work with the other groups' leaders to create an informal but inclusive approach so that together the needs of the district are met.

Cllr Bassenger reported on planning and confirmed there is a continual need for housing. The strategic plan for the 20 year LDP is now being reviewed assessing 7 Target Option Categories which will reduce to 3 once all 7 have been tested, this involves obtaining data from all services to see which of the options are more viable. Schools seem to be the litmus as there is a requirement by law for places to be provided.

Cllr Fittock and Cllr Bassenger provided further information and discussed the position on local planning within the District regarding targets and guidelines set by the Government.

(Please refer to 'Appendix A' for a report provided by Cllr Fittock on appointments, being a member and representative of various Committees and Groups together with an update on planning in Latchingdon and Cllr Fittock's representations).

Due to other commitments, Cllr Bassenger and Cllr Fittock left at this point and were thanked for coming along to the meeting.

33. Minutes of the previous meeting – 16 May 2023

Minutes of the Parish Council meeting held on 16 May 2023 were approved and signed by the Chairman as a true and accurate record – unanimous decision.

34. Councillors

Councillor Vacancy - no applications for the Councillor vacancy had been received at present, continue to advertise.

35. County/District Councillors Report

To receive reports from County and/or District Councillors.
Refer to Item 32. Public Forum.

36. Policies, Procedures, Risk Assessments and Contracts

- a) It was resolved to re-adopt the Internet Banking and Financial Reporting to Councillors – unanimous decision.
- b) It was resolved to adopt the Publication Scheme and to review all policies and procedures (unless required annually) all together every 4 years – unanimous decision.

37. Transport

- a) Cllr Bennet agreed to continue in the role as Representative for Transport.
- b) Annual report on transport to follow.

Cllr Bennett confirmed, the 'demand response service' provided by the Dengie DaRT, running between the Dengie Peninsular, St Peter's Hospital Maldon and Broomfield Hospital, Monday to Saturday 6am to 10pm (part bus part taxi) is losing its funding due to lack of demand.

The Clerk reported the Department for Transport had launched a communications campaign called 'Take the Bus', to help promote the use of concessionary bus passes. Age 66+ or people with eligible disabilities can access free bus travel across England with a concessionary pass.

Cllr Wylie confirmed the price cap for bus transport was still available at £2 for a single ticket and will increase to £2.50 from 1 November 23 and runs until 30 November 24.

The Parish Council were grateful and expressed their thanks to the resident who recently cleaned the bus shelter. Cllr Leggett also suggested some plant boxes could be added to the shelter to soften its appearance.

38. The Furze

To receive and update on The Furze - Cllr Rowsell confirmed a resident had kindly offered to deal with the split branch overhanging their garden and outbuilding.

The Wood Wardens reported there had been some branches down in the recent high winds and these were being dealt with.

The unofficial footpath in the top left hand corner had been closed by the Wood Wardens and 'Keep Out' signs placed in that area. However, these had recently been taken down by others, taken away and the path being opened up again. The area will continue to be monitored.

There had been a report of the clearing of brambles and growth at the base of some of the oak trees, which are generally left for water retention and wildlife. The Wood Wardens have been trying to establish who had taken on this work and are currently liaising with people who occasionally run certain projects within The Furze.

Thanks were expressed to the Wood Wardens for their continued support within The Furze.

39. Grass Cutting/Verges

Cllr Leggett reported the contractor had been updated on new contact details and a recent request to cut the grass shorter had been honoured.

The growth of the saplings seems to be better this year but it had been noted that some cars had been parking on the verge again. This will continue to be monitored.

40. Neighbourhood Watch

Cllr Wylie reported that in the village there has been another incident of fly-tipping (New Hall Lane) which was reported to Maldon District Council and swiftly removed.

Next Chelmsford and Maldon NHW meetings are 25th/27th July 2023.

There has also been an increase in the Dengie Area of thefts from farms, to discuss and try and tackle the matter, a Dengie Farm watch meeting has been arranged for 28th July.

41. Woodside

To receive an update on the progress of negotiations with Moat Housing and the passing of the Woodside green to the Parish – the Clerk reported all matters had been concluded and related to the Woodside green only and not the rear access ways area to properties.

42. Website and Social Media

Cllr Rowsell reported everything is kept up to date once items are received. The Mundon Village Summer Fete details will be posted on Facebook during the week and day prior to the event date.

43. Planning

a) Planning Applications For Information Only and for Review

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.

Clerk used delegation of power to respond to MDC on 5 June 2023 – Whilst Mundon Parish Council are willing to support this application, there is a preference for one large single dwelling on the land.

23/00628/VAR PP-12258389

Removal of condition 2 on approved planning permission MAR/253/67 (Erection of a dwelling for agricultural worker)

Wycke View Farm, Main Road, Mundon

Application considered - no views or comments to be expressed.

b) Planning Decisions (and awaiting Decisions)

23/0331/LDE PP-12044336

Wycke View Farm, Main Road, Mundon

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

Refused by MDC week 21 ending 26 May 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

Pending consideration as at 17 July 2023

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

Refused by MDC week 22 ending 2 June 2023

23/00327/HOUSE PP-12030297

Erection of 6m x 6m cart lodge

Der A Lea, Main Road, Mundon

Approved by MDC week 25 ending 23 June 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 in progress as at 17 July 2023

c) Planning Correspondence:

Members to note receipt via email of the following:

List of planning applications, decisions and appeals weeks 20 to 28.

44. Parish Council Land – Ownership and Boundaries

The Clerk confirmed the sale of 3 strips of land, sold by the Parish Council, had been concluded.

Assistance with the tidying of some fallen trees and ditch clearing following completion of sale (ref item 119 – 17 Jan 2023) had been further discussed with a resident and the resident had agreed to take on this work.

45. Highways

- a) To receive any updates on outstanding or new highways matters – Cllr Rowsell had liaised with a Councillor from Purleigh regarding their new speed signs and it had been confirmed they had

been addressed as per the ECC Highways schedule of works. It was noted that there are many speed signs which require repair in Mundon and the surrounding villages.

The Clerk confirmed some potholes within Mundon (especially on the hill going out of the village) had been reported to Cllr Stamp for inclusion in Cllr Stamp's allowable allocation.

- b) To consider and resolve costs and information obtained for VAS and/or SID speed signs – the schedule prepared by the Clerk had been reviewed and considered. It was resolved that there was too much similarity to the existing sign and further signs were not applicable – unanimous decision.
- c) To review information received from the Community Protection Team after carrying out regular speed checks via a TRUCAM – the monthly patrols continue and recent results reflect:
May = 5
June = 10
- d) To consider and resolve costs and information obtained for signs to display speeding data – the schedule prepared by the Clerk had been reviewed and considered. It was resolved to obtain prices for a quantity of 6 signs of A3 size – unanimous decision.
- e) To consider and resolve costs and information obtained for village gateways – the schedule prepared by the Clerk had been reviewed and considered. It was resolved further information on licences and approved contractors of ECC Highways for installation should be obtained in the first instance– unanimous decision.

46. Community

- a) Fundraising Committee – Cllr Leggett reported the next committee meeting would take place on Thursday 20 July 2023 and confirmed posters for the Village Summer Fete had been distributed throughout the village via residents' letter boxes. The Victory Hall had been booked. Various games had been built and everything is progressing well. Some additional help on the day is still required for setting up, Cllr Bennett offered to help with this.
- b) Post Box Stud Farm – The new post box had been located near the Bramble Hall turning and is now in operation. A time plate for service times had also been installed.
- c) Essex Police, Maldon Town Team Beat Surgeries – a Beat Surgery had taken place in the Victory Hall on Saturday 17 June between 11:30 and 13:00. Unfortunately attendance was low. It was confirmed the village is happy to accept further Beat Surgeries if they are offered by the Police again.

47. Plume Educational Trust

Cllr Wylie (Trustee) reported the next Trust meeting is at the end of October 2023 when applications for the scholarships will be in and considered.

48. Correspondence

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

49. Finance

- a) To review and approve receipts, payments and bank reconciliation for May and June 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.

May-23						
FOLIO	DATE	PAYEE	DESCRIPTON	NET AMT	VAT	GROSS
06/23-24	13/05/2023	Mow My Law n	Grasscutting services 11 Apr and 2 May 23	150.00	0.00	150.00
07/23-24	14/04/2023	BHIB	Insurance annual renewal from 1 June 23	430.58	0.00	430.58
08/23-24	31/05/2023	Clerk	Salary - month 2 May 2023	527.34	0.00	527.34
09/23-24	31/05/2023	Clerk	Expense claim - flow ers	10.00	0.00	10.00

Jun-23						
FOLIO	DATE	PAYEE	DESCRIPTON	NET AMT	VAT	GROSS
10/23-24	01/06/2023	Victory Hall	Victory hall hire x2 hrs July 2023 mtg	16.00		16.00
11/23-24	23/06/2023	ICO	Annual Data Protection Fee renewal from 24 July 2023	40.00		40.00
12/23-24	30/06/2023	Clerk	Salary and home office - month 3 - June 2023	422.96		422.96
13/23-24	26/06/2023	Mow My Law n	Grass cutting services 19 May, 8 June and 24 June 2023	225.00		225.00

- b) To consider and resolve costs and information for the use of the Cloud for future backup purposes - the schedule prepared by the Clerk had been reviewed and considered. It was resolved for the backup procedures to continue as they are at present – unanimous decision.
- c) Victory Hall charges review – the Clerk had liaised with the Victory Hall Committee Chairman who confirmed the Parish Council have always incurred charges for hire of the hall for their meetings and the Committee were surprised by the enquiry. The Victory Hall is a charity and relies upon income from bookings and therefore would not wish to provide free use of the facility.
- d) Locality Fund – the Woodside green fencing needs painting. The Wood Wardens had kindly carried out some post repairs but if the job of painting and the supply of paint could be outsourced this would be a great help. The Clerk was asked to discuss the matter with Cllr Stamp to see if the Locality Fund would be able to help with this project.

50. Training

No requests for training were received.

51. External Meetings

Cllr Bennett's request to be on the Victory Hall Committee had been turned down as a replacement had been appointed.

Report from Victory Hall Committee meeting on 25 April 2023 to be provided by Cllr Bennett.

Cllr Rowsell had attended the NFU - Essex Coastal Organisation Committee. Concerns raised over lack of funding for seawalls to be repaired. Cllr Rowsell will discuss the matter further with Cllr Fittock.

52. Information Exchange & Items for next Agenda

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

53. Next meeting to be held on Tuesday 19 September 2023 @ 7pm

- 54. All business having been transacted, the Chair thanked everyone for attending and closed the meeting at 8.45pm.**

Appendix A

District Cllr Tony Fittock - Althorne Ward Update

I have been appointed as

Vice Chairman of MDC Strategy and Resources

Vice Chairman of MDC South East Planning Committee

Member of the following Working Groups

Asset Management

Corporate Projects Member

Finance Member

Leisure Contract

Planning Policy

Devolution

Also as representative for MDC on

Bradwell Local Community Liaison Council

District and Borough Climate Action Board

Essex Coastal Forum

Local Government Association Coastal Issues Special Interest Group

Responsible Authorities Group

Safer Essex

Stow Maries Aerodrome Consultative Committee

Reserve for

Essex Flood Partnership Board

Essex Planning Policy Portfolio and Chairmans Group

Essex Waste Member Partnership Board

Local Government Flood Forum

What has happened!

On the 8th of June an administration by agreement was formed appointing Cllr Richards Siddall as Leader of the Council and Cllr Mark Bassenger as Deputy Leader.

The Chairman of the Council remains as Cllr Kevin Lagan and Cllr Ron Pratt was appointed as vice Chair.

Appendix A

Planning –

Major application of 160 Houses in Latchingdon refused by MDC District Council against Officer recommendation

Representation -

I attended a Responsible Authorities Group meeting on 15/6 and expressed my concern/opinion with regard to a number of matters.

The Forum consists of representatives from MDC Community Safety, Probation, District Youth Services, Essex Fire and Rescue, Mid Essex NHS Alliance, Essex Police, MDC Officers and MDC Corporate Leadership (Directors)

1. There was discussion about potentially setting up a Community Safety Hub in the Maldon District but funding would be required.

I advised that collectively across the District many Parish Council had funding via precept for such matters and were utilising them. Perhaps better engagement with Parishes and a more strategic approach with them may prove more beneficial than Parishes working in isolation of each other.

2. Essex Fire and Rescue provided an update on various initiatives they had conducted such as prevention of fire at home and activities such as liaison with Farmers re risk of field fires etc. I again suggested that it would be beneficial if there were local awareness themes suggested via a central source for publication across the District via the Parish network rather than a reliance upon individual Parishes picking up Facebook posts from their page for sharing to the wider community.

3. Mid Essex (NHS) Alliance provided an update that outlined significant cuts in funding by the DHSS to the Integrated Care Board will require a restructure of administrative services together with a closure of surplus to requirement buildings.

I sought clarity on the Direct Impact upon the District and was given assurances that front-line services would not be impacted.

I expressed concern that there was generally a potential area of improvement in understanding the needs of the District from a resident perspective an better engagement directly with Parishes would be beneficial in improving dissemination of information.

A meeting is to be arranged between myself and the representative to discuss the matter further.

4. ECC Youth Services provided an update on activities such as the Power of Gaming and I pointed out that it was all centred around major Settlements such as Maldon and Burnham, Southminster and that the Village areas of the Dengie need some support in identifying a collective approach for similar activities.

Kind regards

Tony