

MUNDON PARISH COUNCIL

Email: mundonparishcouncil@yahoo.com
Website: Mundon.org – Tel: 07789 342747

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

9 July 2024

Dear Councillors

You are summoned to attend the MEETING OF **MUNDON PARISH COUNCIL** to be held on **Tuesday 16 July 2024 at 7.00 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
and Cllr Diane Leggett

A G E N D A

28. Chairman’s welcome and to receive apologies of absence.

29. 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.

30. 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.

31. Minutes of the previous meeting – 21 May 2024

To receive, approve and sign the minutes of the meeting of the Parish Council held on 21 May 2024.

32. Councillors

Councillor vacancy arising following 4 May 2023 election.

33. County/District Councillors Report

To receive reports from County and/or District Councillors.

34. Policies, Procedures, Risk Assessments and Contracts

To consider and resolve any annual or new drafts.

35. Transport

To receive an update from Cllr Bennett.

36. The Furze

To receive an update on The Furze.

37. Grass Cutting/Verges

To receive an update from Cllr Leggett.

38. Neighbourhood Watch

To receive an update from Cllr Wylie.

39. Woodside

To receive an update.

40. Website and Social Media

To receive an update from Cllr Rowsell.

41. Planning

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

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

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

24/00376/LDE PP-13005076

Claim for lawful development certificate for existing use of an outbuilding known as 'The Cabin' as a separate independent dwelling unit.
Land Rear of Alma, Mundon Road, Mundon

24/00226 PP-12842453

External_internal alterations to fenestrations and structural repairs
Limbourne Park Farm, Main Road, Mundon

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

c) Planning Correspondence:

Members to note receipt via email of the following:

List of planning applications, decisions and appeals weeks 21 to 28.

42. Highways

- a) To receive any updates on outstanding or new highways matters.
- b) To consider and resolve matters relating to the crossing of the Main Road by mobility scooters.
- c) To review information received from the Community Engagement Team after carrying out regular speed checks via a TruCAM.
- d) To receive an update on village gateways.

43. Community

- a) Fundraising Committee update from Cllr Leggett.
- b) To review and approve the Fundraising Statement of Account at 30 June 2024.

**Mundon Parish Council
Fundraising Account
1 October 2023 to 30 June 2024**

Income

B/Fwd 30 Sept 2023	318.02
--------------------	--------

318.02

Less: Expenditure

Flower troughs	16.00
----------------	-------

Plants	15.97
--------	-------

31.97

Surplus Income

<u>286.05</u>

- c) Martyn’s Law.
- d) Consider and resolve location for recognition plaques.

44. Plume Educational Trust

Report from Trustee, Cllr Wylie.

45. 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.

46. Finance

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

May-24						
FOLIO	DATE	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
07/24-25	02/05/2024	Clerk	Expense Claim - Engraving Shop, recognition plaque	£39.33		39.33
08/24-25	06/05/2024	Councillor	Expense Claim - bus shelter baskets and flowers	£31.97		31.97
09/24-25	14/05/2024	Mow My Law n	Invoice 1563 grass cutting (long cut) 11 May 24	£90.00		90.00
10/24-25	14/05/2024	Mow My Law n	Invoice 1571 (rec'd 28/5/24) grass cutting 16 and 25 May 24	£150.00		150.00
11/24-25	29/04/2024	Zurich Municipal	Quotation for annual insurance renewal from 1 June 2024	£241.00		241.00
12/24-25	31/05/2024	Clerk	Salary and home office month 2 - May 2024	£502.50		502.50

Jun-24						
FOLIO	DATE	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
13/24-25	03/06/2024	Victory Hall	Victory Hall hire x2 hrs July 2024 meeting	16.00		16.00
14/24-25	12/06/2024	ICO	Annual Data Protection fee renewal from 24 July 2024	40.00		40.00
15/24-25	17/06/2024	Clerk	Expense Claim - 50% contribution towards HP toner cartridges	31.67	6.33	38.00
16/24-25	28/06/2024	Clerk	Salary and home office month 3 - June 2024	387.75		387.75

- b) To consider and resolve new parish projects to utilise the Capital Reserves.
- c) To consider and resolve new parish projects which the Locality Fund could support.

47. Training

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

48. External Meetings

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

49. 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.

50. Date of future meetings, to consider and resolve date of September 2024 meeting.

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