

MUNDON PARISH COUNCIL

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Mrs J Lines
Parish Clerk/RFO
Homestead
Old Heath Road
Althorne
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12 September 2023

Dear Councillors

You are summoned to attend the MEETING OF **MUNDON PARISH COUNCIL** to be held on **Tuesday 19 September 2023 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 (Chair), Cllr Kerry-Jane Wylie (Vice Chair),
Cllr John Bennett and Cllr Diane Leggett

A G E N D A

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

56. 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 Interests 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.

57. 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.

58. Minutes of the previous meeting – 18 July 2023

To receive, approve and sign the minutes of the meeting of the Parish Council held on 18 July 2023.

59. Councillors

Councillor vacancy to be filled by co-option.

60. County/District Councillors Report

To receive reports from County and/or District Councillors.

61. Policies, Procedures, Risk Assessments and Contracts

To consider and resolve any annual or new drafts:

- a) Equality and Diversity Policy
- b) Health and Safety Policy

62. Transport

To receive an annual report on transport from Cllr Bennett.

63. The Furze

To receive an update on The Furze.

64. Grass Cutting/Verges

To receive an update from Cllr Leggett.

65. Neighbourhood Watch

To receive an update from Cllr Wylie.

66. Woodside

To receive an update, consider and resolve matters arising from the project of fence painting.

67. Website and Social Media

To receive an update from Cllr Rowsell.

68. Planning

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

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)

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

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

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

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

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

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.

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

c) Planning Correspondence:

Members to note receipt via email of the following:
List of planning applications, decisions and appeals weeks 29 to 37.

69. Highways

- a) To receive any updates on outstanding or new highways matters.
- b) To review information received from the Community Protection Team after carrying out regular speed checks via a TRUCAM.
- c) To consider and resolve costs and information obtained for signs to display speeding data.
- d) To consider and resolve costs and information obtained for village gateways.

70. Community

Fundraising Committee update from Cllr Leggett, to consider and resolve the use of any surplus funds.

71. Plume Educational Trust

Report from Trustee, Cllr Wylie.

72. 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.

73. Finance

- a) To review and approve receipts, payments and bank reconciliation for July and August 2023 - List of payments are circulated to members at the end of each month prior to the meeting.

Jul-23						
FOLIO	DATE	PAYEE	DESCRIPTON	NET AMT	VAT	GROSS
14/23-24	01/07/2023	SLCC	Annual membership renewal from 1 Aug 2023	112.00	0.00	112.00
15/23-24	18/07/2023	Maldon District Council	Inv MUN20188076 - Engagement Team Services Apr-Jun 2023	121.59	24.32	145.91
16/23-24	18/07/2023	Wood Warden	Expense claim - fuel and oil for wood chipper	13.95	2.79	16.74
17/23-24	24/07/2023	Clerk	Expense claim - printer toner @50%	30.42	6.08	36.50
18/23-24	31/07/2023	Clerk	Salary and home office - month 4 - July 2023	416.82	0.00	416.82

Aug-23						
FOLIO	DATE	PAYEE	DESCRIPTON	NET AMT	VAT	GROSS
19/23-24	01/08/2023	Victory Hall	Victory Hall hire x2 hrs Sept 2023 mtg	16.00		16.00
20/23-24	09/01/2023	MPP Solicitors	VAT element inv 212315 re disbs chgs (re 37/22-23 and 41/22-23)	0.00	65.00	65.00
21/23-24	31/08/2023	Clerk	Salary and home office - month 5 - August 2023	300.16		300.16

- b) Locality Fund, consider and resolve application for funding.
- c) To consider and resolve the Auditor's Letter of Engagement for 2023/24 interim and internal audit.

74. Training

Updates and review of future needs for members and Clerk.

75. External Meetings

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

76. 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.

77. Date of future meetings, next meeting – Tuesday 21 November 2023 @ 7pm

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