

MUNDON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY 15 JULY 2025 AT 7PM IN THE VICTORY HALL

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Website: Mundon.org – Tel: 07789 342747

Present: Cllr Gavin Rowsell, Cllr John Bennett, Cllr Kerry-Jane Wylie,
Cllr Diane Leggett and Cllr Marita Ponting

In Attendance: Mrs Jackie Lines – Parish Clerk/RFO

Members of Public: 12

Meeting Commenced: 7pm

27. Chairman's welcome and to receive apologies of absence – apologies were received from District Cllr Fittock.

28. Declarations of Interest

- a) To receive declarations of interest for any agenda items – **no interests declared.**
- b) Members noted their responsibility to update any changes to their Register of Interests within 28 days on the MDC website and to let the Parish Clerk know when updates had been made.

29. Public Forum

Bramble Hall potential solar park – Cllr Rowsell confirmed the Parish Council had met with British Solar Renewables (BSR) on 23 June 2025 to review their proposal. At present no planning application has been received by the Parish Council however, views and comments from residents are welcome. Points raised.....

- Current views from surrounding households will be greatly affected.
- Volume of traffic, noise and hold ups during construction, estimate of 30 vehicles to and from the site per day.
- Effect on wildlife, the location currently has the largest badger setts in the area and an armada of great crested newts.
- Potential location of artefacts from the Battle of Maldon.
- The height of the panels at 2.8 metres plus 800cm from ground level seems particularly high.
- Linking power to the substation in Spital Road would result in extensive disruption in the area.
- Effect on property valuations.
- Solar panels could be installed by developers on all the new dwellings in the area as a matter of course an alternative option.
- The solar energy going straight to the grid is not energy efficient, potential energy loss during transmission and storage.

30. Minutes of the previous meeting – 20 May 2025

Minutes of the meeting of the annual Parish Council held on 20 May 2025 were approved and signed by the Chairman as a true and accurate record – **unanimous decision.**

31. County/District Councillors Report

To receive reports from County and/or District Councillors – no County or District Councillors present.

32. Policies, Procedures, Risk Assessments and Contracts

- a) It was resolved to agree and re-adopt the Procedures for Internet Banking and Financial Reporting to Councillors – **unanimous decision.**
- b) It was resolved to agree to adopt the IT Policy – **unanimous decision.**

33. Public Transport

Cllr Ponting reported on the First Bus 31 service which is affected from 14 to 18 July with a diversion in place from 20:00hrs to 05:00hrs each day due to overnight roadworks (full details provided on the Mundon Village Facebook page).
No other matters to report.

34. The Furze

The Wood Warden reported the new Wood Warden attended and passed a recent training course at Writtle College in chainsaw maintenance and cross cutting.
The footpaths have been cleared.
An ash tree being monitored had increased its lean and it was therefore decided to fell the tree before any future storms.
Complaints had been received from residents about a loud banging noise coming from The Furze during one evening in June. Person banging a drum and scattering seeds for the birds. Request to be made for activity to take place earlier in the day due to noise and prior to the birds roosting and for no scattering of seeds on the benches where people sit. Wood Warden to discuss with person and monitor.
There does not seem to be any additional damage, by a third party, to any trees following the incident in early June. Police are aware and have added the area to their rounds. The area will continue to be monitored.

35. Grass Cutting/Verges

Cllr Leggett met with the representative of Mow My Lawn last week by way of an introduction and confirmed the grass had been cut regularly and is happy with the service provided.
Unfortunately this year, the plants at the base of the Mundon sign, seem to have been eaten and it is presumed by Muntjac.
Cllr Rowsell confirmed the saplings planted along the verge some while ago have taken.

36. Neighbourhood Watch

Cllr Wylie reported, in early June it was noticed by the Wood Warden that in the Furze a small tree was cut down with an axe and a couple of trenches dug across the paths (not by animals). Cllr Wylie contacted Sergeant Matt Dolby from Neighbourhood policing and he sent an officer out who met with our Wood Warden and discussed the damage. Site to be monitored and the police will add it to their 'rounds'.
Nationally Action Fraud have issued a new alert warning about 'quishing', a form of phishing, where a fraudulent QR code is scanned, designed to steal personal and financial information. The warning encourages people to stay vigilant and double check QR codes to see if they are

malicious, or have been tampered with, before scanning them online or in public spaces. It happens most frequently in car parks, with criminals using stickers to tamper with QR codes on parking machines. Quishing also occurred on online shopping platforms, where sellers received a QR code via email to either verify accounts or to receive payment for sold items. Reports also showed phishing attacks were taking place impersonating HMRC, or other UK government schemes, targeting people with QR codes designed to steal personal and financial details.

What can you do to avoid being a victim of quishing?

- QR codes used in pubs or restaurants are usually safe to scan.
- Scanning QR codes in open spaces (like stations and car parks) might pose a greater risk. Check for signs that codes may have been tampered with (usually by a sticker placed over the legitimate QR code). If in doubt, do not scan them: use a search engine to find the official website or app for the organisation you need to make a payment to.
- If you receive an email with a QR code in it, and you're asked to scan it, you should be cautious due to an increase in these types of 'quishing' attacks.
- Finally, it is recommended that you use the QR-scanner that comes with your phone, rather than using an app downloaded from an app store.

If you receive a suspicious email, report it by forwarding it to phishing@report.gov.uk

Find out how to protect yourself from fraud: <https://stopthinkfraud.campaign.gov.uk>

If you've been a victim of fraud, report it at www.actionfraud.police.uk.

37. Woodside

The speed of vehicles using the unmade road behind Woodside cottages continues to be a problem. Parish Council to write to residents and Moat Housing to address the issue.

Fence damage from a vehicle accident 1 Feb 2025 – still awaiting the return of the £100 excess following the insurance claim.

Repair/renew Woodside green's paths - any openings for potential funding opportunities continue to be reviewed. Many types of funding require the Parish Council to demonstrate they are able to match the funding value.

The Wood Warden confirmed a few of the picket fencing posts still require repair, equipment and supplies already having been sourced. Works will be carried out when the ground is more malleable.

38. Website and Social Media

- a) Cllr Rowsell reported no in depth feedback available at present. The Village Fete poster had been posted on Facebook for 9th August and subsequent reminders will be posted around 2 weeks and 2 days before the event – Cllr Leggett to liaise with Cllr Rowsell.
- b) It was resolved for the Clerk to move forward with Parish Online's free "Core" service (offering 1 free .GOV.UK domain name and a free mailbox for the Clerk), being the compliance required to adhere to Assertion 10 (1.47) of the Good Practitioners Guide 2025 and in readiness for the 31 March 2026 year end – **unanimous decision**.
The EALC are not aware of any other providers offering their services for free.

39. Planning

- a) **Planning Applications For Information Only**

Bramble Hall – potential solar park.

Await notification of planning application from MDC. (Also refer item 29).

Planning Applications for Review

25/00578/OUTM PP-14084507

Land West Of The Cemetery London Road Maldon Essex

Outline application with all matters reserved, except for access, for the erection of up to 275 residential units including affordable housing, land for a children's nursery (Class E), 1.8ha of land for an extension to Maldon Cemetery, drainage works, landscaping, vehicular access to the A414, pedestrian/cycle access to Spital Avenue and London Road, and associated infrastructure works.

It was resolved, no planning representation to be made by MPC – unanimous decision.

b) Planning Decisions (and awaiting Decisions)

24/01004/OUTM PP-13623594

Land South Of Threeways and 45 The Street Latchingdon Essex

Outline planning application with all matters reserved except for means of access, for up to 140 no. dwellings (Use Class C3) including 40% affordable housing; new site access and internal access roads; a new village centre (Use Class E(a)); flexible employment space (Use Class E); car and cycle parking; landscaping; sustainable urban drainage systems; public open space and footpaths; community woodlands and allotments; together with associated infrastructure.

Pending consideration as at 14 July 2025

25/00073/VAR PP-13716291

Mapledean Poultry Farm Mapledean Chase Mundon

Variation of condition 6 on approved planning permission 18/01034/OUT (Redevelopment of poultry farm for approximately 5030sqm B1 (b) & (c) commercial floorspace with associated access arrangements)

MPC were notified by MDC Planning on 25 June 2025 that the application had been withdrawn

25/00301/FUL PP-13849407

Land adjacent The Old Post Office, Main Road, Mundon

Demolition of existing outbuildings and construction of two bedroom dwelling and extended vehicle crossover.

Mundon Parish Council are willing to support this application although there are concerns that the dwelling is very small, with the lounge/diner design making it more like a one bed dwelling with a large kitchen, allied to being so close to the host property and having such a small garden, it will be limited in its appeal and practicality, unless deemed exclusively an annexe, not to be separated from the existing house plot (Clerk's DoP used).

Amendment response, following submission of revised plans - Mundon Parish Council have revisited the above application following your notification of amendments dated 9 June 2025 and have no objections to these and maintain their response, dated 28 April 2025, to the original planning application.

Pending consideration as at 14 July 2025

25/00468 PP-14007359 and 25/00467/FUL PP-14007359

Dormer Cottage, Main Road, Mundon

Retrospective planning permission for a conservatory on the rear elevation that was built in 2010.

Mundon Parish Council have reviewed the above mentioned planning application, have no objections and support this application. (Clerk's DoP used)

Refused by MDC week 28 ending 11 July 2025

c) **Planning Correspondence:**

Members noted receipt via email of the following:

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

40. Highways

- a) To receive any updates or concerns on new highways matters – a resident queried a 30mph notice on the current 40mph sign on Mundon Road. Cllr Wylie confirmed this related to roadworks to be carried out during the next 18 months and the speed limit was in relation to the duration of the works only rather than a permanent change.

A request had been received via the Integrated Passenger Transport Unit relating to Highways for a retrospective bus shelter licence to be applied for.

- b) To review information received from the Community Engagement Team after carrying out regular speed checks via a TruCAM – the monthly patrols continue and recent results reflect:

May = 8 offenders

June = 4 offenders

New signs to display the total prosecutions, over 400 now, will be displayed in due course.

- c) Update on traffic calming measures through the village – feedback via Cllr Stamp (following the results of the ATC strips) had indicated there did not appear to be a pattern of accidents along Main Road which would warrant intervention by a Road Safety Engineering Team to address any speed limits. The Team conduct an annual review of road collisions across the Essex Network and as part of their review, accident collision cluster sites are analysed on the basis of 3 or more personal injury collisions within a 250m radius, with a minimum of one fatal or serious collision within the last 3 full calendar years.

Residents continue to be concerned about the person in their mobility scooter navigating their way across and along Main Road to the bus stop. A request was made for the Clerk to follow this up again as to whether a date may now be provided for the dropped kerb project to commence.

The Parish Council continue to explore numerous options for traffic calming measures within the village.

Cllr Stamp continues to await information regarding a zone within Althorne for a reduction in the speed limit (a response was promised last December) and if this is successful it could provide next steps for the same within other villages. Cllr Stamp felt it may be best to await the outcome of this matter first.

- d) To receive an update on village gateways – no further movement at present and the topic remains part of the traffic calming measures request.
- e) The compliance for the bulb planting licence on the Bennett Junction at the start of New Hall Lane was considered and agreed – **unanimous decision.**

41. Community

- a) Cllr Leggett reported the plans for the third summer Village Fete are moving ahead in readiness for Saturday 9th August at 2pm – 4pm. Posters have been displayed and leaflets are being hand delivered around the village.
- b) It was resolved to accept an expense request for plants for the parish for £24.24 – **unanimous decision.**

42. Plume Educational Trust

Cllr Wylie reported there was nothing to report since the last Parish meeting. The scholarships will now be promoted to 6th formers and encouraged to apply. The next meeting will be in November.

43. Correspondence

There was no additional correspondence other than already circulated via email, copy reports provided for all at the meeting or detailed as a separate agenda item.

44. Finance

- a) To review and approve receipts, payments, bank reconciliation and budget v actual reports for May and June 2025 - 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-25						
FOLIO	DATE	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
07/25-26	24/04/2025	Mrs D O'Brien	Annual Internal Audit Fee 24/25	£100.00		100.00
08/25-26	13/05/2025	Farm & Country Supplies	Supply and install new picket fencing at Woodside Inv 42723	£1,873.04	374.61	2,247.65
09/25-26	10/05/2025	Mow My Law n	Inv 1738 - Grass cutting 2nd May 2025	£80.00		80.00
10/25-26	09/05/2025	Maldon District Council	Inv MUN20292643 - First year's litter bin emptying fee 25/26	£56.86	11.37	68.23
11/25-26	23/05/2025	Zurich Municipal	Inv 544763555 - Annual insurance 1 June 25 to 31 May 26	£264.00		264.00
12/25-26	30/05/2025	Clerk	Salary and home office - month 2 - May 2025	£496.70		496.70
Jun-25						
FOLIO	DATE	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
13/25-26	02/06/2025	Councillor	Expenses - plants for parish	24.24		24.24
14/25-26	01/06/2025	Victory Hall Committee	Hall hire x2 hrs re 15 July 2025 PC meeting	16.00		16.00
15/25-26	17/06/2025	Victory Hall Committee	Hall hire x2 hrs re 23 June 2025 Solar Park briefing	16.00		16.00
16/25-26	30/06/2025	Clerk	Salary and home office - month 3 - June 2025	446.44		446.44
17/25-26	12/06/2025	Anglia Ruskin University	Wood Warden maintenance and cross cutting course 11-13 June	550.00		550.00

- b) To consider and resolve arboriculture projects which the Locality Fund could support – quotes to be obtained and an application made to the Locality Fund - **unanimous decision.**
- c) It was resolved to agree the expenditure request from Capital Reserves to fund the training for the new Wood Warden's chainsaw maintenance and crosscutting course at Writtle College in the total value of £550 – **unanimous decision.**

45. Training

Awaiting Defib training dates for some future Mondays.

The new Wood Warden attended and passed the three day chainsaw maintenance and cross cutting course, along with an assessment at Writtle College during June 2025.

No further requests for future training received.

46. External Meetings

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

Cllr Rowsell attended an Essex Coastal Organisation meeting. The Organisation helps with small repairs to the seawalls with massive cost savings to the Environment Agency. However, the Government have taken the decision to reduce the funding to the Organisation by half with immediate effect resulting in projects for the rest of the year now having to be cancelled. The Clerk attended a quarterly Clerk's Forum, organised by MDC, during July 2025. Some of the topics covered at the meeting.....

Love Your Bus – a new grant will be available, forms will be simplified and completing the grant process sessions will be held.

Quality of Life Matters Grant – 1st tier will be for Town and Parish Councils. Three tiers in total with the maximum grant application being £10K. The grant can relate to capital or revenue projects. Clerk to attend further sessions with a view to applying for assistance with the repair/renewing of the paths on Woodside green.

Local Development Plan – currently investigating feasibility of submitted sites and whether they meet the required criteria. Options for growth areas are then reviewed.

Devolution – Still on track for May 2026 Mayoral election. Two business cases are currently being submitted, A = 5 unitary authorities and B = 3 unitary authorities.

Shadow councils are to form in 2027 with unitary authorities going live in 2028.

At present it is felt there will be no impact on Town and Parish Councils, however there may be in the future.

Connexion Poles – 270 gateways required for coverage across the Maldon district connecting devices and services, such as water for the authorities to understand their network behaviour through digitalisation and data insight. Existing poles and water towers are being explored and in addition new poles are being installed.

47. 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 –
no requests received.

48. Date of future meetings, next meeting – Tuesday 16 September 2025 @ 7pm.

49. All business having been transacted, the Chair thanked everyone for attending and closed the meeting at 8.28pm.