

MUNDON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON
TUESDAY 19 JANUARY 2021 AT 7.30PM
HELD VIRTUALLY VIA ZOOM

Present: Cllr Gavin Rowsell, Cllr John Bennett and Cllr Kerry-Jane Wylie
In Attendance: Mrs Jackie Lines – Parish Clerk
Members of Public: 1

- 1. Chairman’s welcome and to receive apologies for absence.**
The Chair welcomed all those present and received apologies from Cllr Lynne Attfield. No news received from District Cllr Bassenger or District Cllr Boyce. The meeting commenced at 7.30pm.
- 2. Declarations of Interest**
 - a) Members made the usual declaration that all members live and/or work in the District and declared a global declaration. No other declarations were made at this point in the meeting.
 - b) Members noted their responsibility to make any changes to their register of interests within 28 days and let the Parish Clerk know that it has been done.
- 3. Minutes of the previous meeting – AGM 17 November 2020** – approved and signed by the Chairman as a true and accurate record - **Agreed**, proposed by Cllr Wylie and seconded by Cllr Bennett.
- 4. Policy and Procedures**
 - a) To review and agree the draft Risk Assessment for use of the Victory Hall for Parish Council meetings – deferred at present whilst meetings are taking place via Zoom, item to remain on agenda.
- 5. Public Forum**
1 member of the public attended who confirmed a contribution will be made to point 17(b) when it arises.
- 6. District Councillors Report**
No reports available as District Councillors not present.
- 7. Co-Option of Councillor**
Unless someone specifically comes forward, the vacancy will not be promoted at present due to Covid-19 not being an ideal time for a new member to come on board.

8. Transport

- a) No report available at this time.
- b) Dengie Dart – no further update received.

9. The Furze

- a) The area is currently very waterlogged due to the recent extreme weather.
Feedback received from Steve Wells – there is cause for concern to the public due to an airgun being used within the Furze. A tree has also been felled without permission and part of a bank has been dug out. These matters will be reviewed further.
A resident residing adjacent to The Furze has experienced property flooding of recent. The ditch has been inspected by Cllr Rowsell in liaison with the resident and a pipe has been cleared.

10. Grass Cutting/Verges

- a) Grass cutting has ceased during the winter months, last cut was on 22 Nov 2020.
Repair of verge damage - only two quotes had currently been received to raise the area and lay turf. Further options were discussed and it was agreed for a flowerbed to be created instead to include low maintenance flowers and shrubs - Proposed: Cllr Bennett and seconded: Cllr Rowsell.
At this point in the meeting Cllr Bennett declared an interest – Skippers, Cllr Rowsell declared an interest – Turf Guy.
Three further quotes would be required, Cllr Bennett, Cllr Rowsell and Cllr Attfield to obtain.

11. Neighbourhood Watch

- a) **CRIME** - Nothing to report as far as Mundon concerned with regard to crime, however, please ensure you report EVERYTHING :
No Reporting = No Issue = No Police Presence
SCAMS - Please be aware of Covid Vaccination Scams – remember Coronavirus vaccinations are FREE OF CHARGE. The NHS will never:
Ask for your bank account or card details
Ask for your pin or banking passcodes
Arrive unannounced at your home to administer the vaccine
Ask for documentation to prove your identity, such as a passport or utility bills.
FIRE – This month the Fire Service’s safety campaign is encouraging everyone to have a working smoke alarm. **Home Safety bookings and the advice line is still open as usual.**
If you have any questions about fire safety, need to refer someone for a Safe and Well Visit, tell them that someone is at risk of fire, or just need some advice and guidance, please call the Home Safety Team. The phone line is open Monday to Friday, between 9.30am and 4.30pm (or leave a message out of hours) or you can email.

Phone: 0300 303 0088 (9.30am - 4.30pm, or leave a message out of hours)

Email: home.safety@essex-fire.gov.uk

Online form: [Request a Home Safety Visit/Safe and Well Visit for yourself](#)

Online form: [Request a Home Safety/Safe and Well Visit for Somebody Else](#)

Home safety videos: [ECFRS YouTube channel](#)

WEATHER – With winter upon us we have had and will have weather warnings for snow, ice, flooding, high winds etc. Should you need to evacuate your property it is worth thinking about a ‘household plan’ and a ‘grab bag’ in advance. This bag could include the following: first aid kit and medication, cash and credit cards, spare car keys, toiletries, mobile phone and charger, infant supplies, spare clothes, torch with spare batteries, bottled water and emergency food etc. Examples of household evacuations plans and grab bag lists can be found online.

COVID - New fast Covid-19 testing centre opens in Maldon from today, a new fast testing centre opens in Maldon for those who DO NOT have symptoms of Covid-19. The testing centre is at West Maldon Community Centre, Sunbury Way, Maldon, CM9 6YH. This centre is offering new and fast Lateral Flow Tests to the wider population. The tests are ONLY for people for who DO NOT have symptoms and give results in around 30 minutes.

Tests are by appointment only and bookings should be made online or by calling 0333 772 6144 to arrange an appointment. Lines are open from 8am to 8pm, every day including Saturday and Sunday

12. Woodside

- a) The Clerk had received an update from Moat Housing confirming the fence works have been instructed but there is a backlog with contractors due to Covid-19.

Four proposals have been provided to Moat Housing with a view to the grass area in front of Woodside being passed to Mundon Parish Council.

13. Website and Social Media

- a) Cllr Rowsell had circulated recent figures prior to the meeting regarding the website, it is hardly used but as a formality the Parish has this facility.

Cllr Rowsell reported, Facebook has 134 dedicated followers. The Trucam post reached 391 and 77 people engaged with the post, so worthwhile. Any feedback on posts or requests to place more information on social media please update Cllr Rowsell.

A resident confirmed they are aware the Council are doing well with social media and asked whether the Council could provide a report to the Maldon Standard. Cllr Rowsell confirmed this was done in the past and the Council could review this again for the future. Item to be placed on the agenda for the next meeting to be held in March 2021.

- b) Social Media Policy – had been reviewed by the Cllrs, updates had been made and the draft was agreed – Proposed: Cllr Rowsell and seconded: Cllr Wylie.

14. Planning

- a) Planning Applications – 20/01322/AGR - Notice of intent received regarding an agricultural development for a general purpose steel framed building at Haydens Hall Farm, New Hall Lane – **No prior approval by MDC will be required for this application.**
- b) **Planning Correspondence**
Members to note receipt via email of the following:-
 - i) List of Planning applications – 46 to 01 **Noted**
 - ii) List of Planning Decisions & Appeals – 46 to 01 **Noted**
- c) **Planning Decisions:**
Rosewood - 20/00767/FUL – Single story detached annex – **Refused** by MDC planning list w/e 4 Dec 2020.

15. Highways

- a) The Clerk confirmed the speed checks via Trucam commenced in November and will continue monthly at random dates/times. November and December reports each confirmed 3 captures (December had a reduced attendance time by the Community Protection Team).
- b) Bus shelter owned by the Parish – It was agreed by all Cllrs to reject the proposition of advertising. Proposed: Cllr Rowsell and seconded: Cllr Wylie.
Completion of licence application to Essex Highways required by 31 January 2021 – The Clerk to review further and liaise with Councillors.

16. Defibrillator – Outside Victory Hall

Cllr Rowsell confirmed a check was carried out in December 2020, all fine. A further check will be carried out during Feb 2021.

17. Community

- a) Recognition plaques – many options discussed to include, benches, plaques placed on the main Mundon sign, simple sculpture to display plaques. Matter to be discussed before next meeting when a vote will be made.
- b) Communication/correspondence for new residents –It was agreed to bring the Mundon Information Booklet up to date as a hard copy and to be displayed on the Mundon website. The booklet was last produced in 2005/6. Cllr K-J Wylie will work with Christine McDonald to produce a draft version prior to the next Parish meeting in March 2021. It was requested that the Clerk look into obtaining a grant if possible to cover printing costs once the booklet has been approved.

18. Plume Education Trust

Update received from Richard Wilson - £14,100 had been made in grants for 9 students. Studies include Japanese, Philosophy, Photography, Drama and Adult Nursing.

The Councillors noted the reporting seemed minimal and requested that more detailed information be provided to the Parish for past and future reports.

19. Correspondence

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

Cllr Rowsell requested, to enable the Clerk to filter more emails, Councillors to create a list of email addresses which are not applicable to them individually.

20. Finance

a) Members reviewed and agreed the receipts, payments and bank reconciliation for November and December 2020 – **Agreed** Proposer: Cllr Rowsell Seconded: Cllr Bennett.

b) NS&I Investment Account – account signatories to be Cllr Rowsell and The Clerk – **Agreed** Proposer: Cllr Rowsell Seconded: Cllr Wylie

c) Financial and Management Risk Assessment – had been reviewed by the Cllrs, updates had been made and the draft was agreed. Proposer Cllr Rowsell Seconded Cllr Bennett.

d) Asset Register – **Agreed** Proposer Cllr Rowsell Seconded Cllr Wylie

21. Training

The Clerk is working through an online course provided by the SLCC. No other requests for training received.

22. External Meetings

Cllr Rowsell reported the attendance at three meetings, Essex Police Rural Engagement Team, Essex Coastal Organisation of which Cllr Rowsell is a Director and the NFU.

23. Information Exchange & Items for next Agenda

No further information or agenda items were discussed/exchanged.

24. Date of next meeting – Tuesday 16 March 2021 @ 7.30pm

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