

MUNDON PARISH COUNCIL

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Mrs J Lines
Parish Clerk/RFO
Homestead
Old Heath Road
Althorne
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11 November 2025

Dear Councillors

You are summoned to attend the MEETING OF **MUNDON PARISH COUNCIL** to be held on **Tuesday 18 November 2025 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, Cllr Diane Leggett and Cllr Marita Ponting

A G E N D A

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

74. 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.

75. Public Forum

A code of conduct to be adhered to as a whole and is consistent with the Seven Principles of Public Life (known as the "Nolan Principles") which are set out in the Introduction and Appendix A of the Councillor Code of Conduct and the provisions of S28 Localism Act 2011.

76. Minutes of the previous meetings – 15 July and 16 September 2025

To receive, approve and sign the minutes of the meetings of the Parish Council held on 15 July and 16 September 2025.

77. County/District Councillors Report

To receive reports from County and/or District Councillors.

78. Policies, Procedures, Risk Assessments and Contracts

To consider and resolve any existing policies or new drafts.

79. Public Transport

- a) To receive an update from Cllr Ponting.
- b) To consider and resolve the Love Your Bus Grant.

80. The Furze

- a) To receive an update on The Furze.
- b) To consider and resolve private access to Parish Council land.
- c) To consider and resolve tree damage.

81. Grass Cutting/Verges

To receive an update from Cllr Leggett.

82. Neighbourhood Watch

To receive an update from Cllr Wylie.

83. Woodside

- a) To receive an update.
- b) To consider and resolve speeding of vehicles along the access road.

84. Website and Social Media

- a) To receive an update from Cllr Rowsell.
- b) To receive an update on email management in line with digital and data compliance.

85. Planning

- a) **Planning Applications For Review (and For Information Only)**

Update on the proposed Bramble Hall Solar Park.

25/00750/VAR PP-14262362

Desch Plantpak Ltd Maldon Road Mundon

Removal of condition 5 on approved planning permission

94/00480/FUL (Alterations and extension to factory unit)

25/00578/OUTM PP-14084507

Land West Of The Cemetery London Road Maldon

Amendment: submission of revised plan and information relating to a change to the red line boundary on the London Road section of the site. Further information responding to the Ecology comments has also been received by MDC

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.

b) Planning Decisions (and awaiting Decisions)

25/00773/SCR

Land at Bramble Hall Mundon Road Mundon
EIA Screening opinion request for proposed solar park

25/00694/FUL PP-14166580

Land at Whitegate Farm, Vicarage Lane, Mundon
Change of use of land from ménage to agricultural and erection of ancillary barn to support the agricultural use of the wider farm.

25/00748/HOUSE PP-14248640 and 25/00749 PP-14248640

Dormer Cottage, Main Road, Mundon
Replacement of the existing conservatory with a single storey rear extension.

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.

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.

c) Planning Correspondence:

Members to note receipt via email of the following:
List of planning applications, decisions and appeals for weeks 38 to 46.

86. Highways

- a) To receive any updates or concerns on new highways matters.
- b) To review information received from the Community Engagement Team after carrying out regular speed checks via a TruCAM.
- c) Weight restrictions for HGVs.
- d) Excessive mud on Mundon Road.
- e) Dropped kerb works.
- f) Update on traffic calming measures through the village, to include village gateways.

87. Community

- a) Fundraising Committee update from Cllr Leggett.
- b) Statement of account to 31 October 2025 and to consider and resolve any requests for Fundraising account expenditure.

**Mundon Parish Council
Fundraising Account
1 July 2025 to 31 October 2025**

Income

B/Fwd 30 June 2025		337.82
Summer Village Fete (9 Aug 25)		
Tombola	72.36	
Refreshments	40.50	
Raffle	68.00	
Bric-a-Brac	32.50	
		<u>213.36</u>
Total Income		<u>551.18</u>

Less: Expenditure

Summer Village Fete (9 Aug 25)		
Cakes and Drinks	43.18	
Prizes	38.89	
Sweets Game	33.47	
Hook a Duck	23.39	
Tombola	41.74	
Other expenses	25.98	
		<u>206.65</u>
Parish Plants		42.42
		<u>302.11</u>
Surplus Income		<u>302.11</u>

88. Plume Educational Trust

Report from Trustee, Cllr Wylie.

89. 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.

90. Finance

- a) To review and approve receipts, payments, bank reconciliation and budget v actual reports for September and October 2025 - List of payments are circulated to members at the end of each month prior to the meeting.

Sep-25

FOLIO	DATE	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
31/25-26	16/09/2025	Councillor	Expense claim - plants for parish	35.35	7.07	42.42
32/25-26	01/09/2025	Clerk	Expense claim - printer cartridge @50%	18.54	3.71	22.25
33/25-26	30/09/2025	Clerk	Salary, home office - month 6 - Sept 2025 (to inc. backpay from 1 Apr 25)	581.46		581.46

Oct 25

FOLIO	DATE	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
34/25-26	28/09/2025	Mow My Lawn	Inv 1839 - Grass cutting 5 and 19 September 2025	160.00		160.00
35/25-26	01/10/2025	Victory Hall Committee	Hall hire x2 hrs for 18 November 2025	16.00		16.00
36/25-26	10/10/2025	HMRC	NIC liability due for July to Sept 25 payroll (not taken via DDR)	28.29		28.29
37/25-26	30/09/2025	Clerk	Expense claim - Royal Mail Recorded Delivery charge	3.60		3.60
38/25-26	10/10/2025	Maldon District Council	Inv MUN20193573 - Community Engagement patrols July - Sept 2025	129.72	25.94	155.66
39/25-26	19/10/2025	Mow My Lawn	Inv 1857 - 6 and 10 October 2025	160.00		160.00
40/25/26	31/10/2025	Clerk	Salary, home office - month 7 - Oct 2025	474.60		474.60

- b) To review, consider and resolve the budget and precept for 2026/2027.
- c) To consider and resolve the internal auditor's annual engagement and audit fee of £160 for the year ending 31 March 2026.
- d) To consider and resolve arboriculture projects which the Locality Fund could support.
- e) To consider and resolve any capital expenditure requests from Capital Reserves.

91. Training

- a) Defibrillator and First Aid training evening taking place in the Victory Hall on 24 November 2025 at 7pm.
- b) Updates and to consider and resolve future needs for Councillors, Volunteers and Clerk.

92. External Meetings

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

93. Information Exchange and 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.

94. Date of future meetings, next meeting – 20 January 2026 @ 7pm.**95. All business having been transacted, the Chair thanks everyone for attending and closes the meeting.**