

MUNDON PARISH COUNCIL

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

12 March 2024

Dear Councillors

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

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

128. 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.

129. 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.

130. Minutes of the previous meeting – 16 January 2024

To receive, approve and sign the minutes of the meeting of the Parish Council held on 16 January 2024.

131. Councillors

Councillor vacancy to be filled by co-option.

132. County/District Councillors Report

To receive reports from County and/or District Councillors.

133. Policies, Procedures, Risk Assessments and Contracts

To consider and resolve any annual or new drafts:

- a) Financial Regulations
- b) Standing Orders

134. Transport

To receive an update on transport from Cllr Bennett.

135. The Furze

To receive an update on The Furze.

136. Grass Cutting/Verges

- a) To receive an update from Cllr Leggett.
- b) To consider and resolve the grass cutting contract.

137. Neighbourhood Watch

To receive an update from Cllr Wylie.

138. Woodside

To receive an update from the Clerk.

139. Website and Social Media

To receive an update from Cllr Rowsell.

140. Planning

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

Nothing to report at date of drafting agenda.

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

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

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)

24/00010/FUL PP12652349

Conversion of existing storage barn to self-contained annexe and office accommodation
Land at Sparrow Wycke Farm, Main Road, Mundon

22/00314/OUTM PP-11430366 (Amendment)

Outline planning application with all matters reserved except for access, for phased mixed use development including: up to 550 dwellings (Class 3) including affordable housing: up to 1,000sqm commercial space (Class E); Early years facility (use Class E(f); Education provision (use Class F1(a)); A 16ha District Park; A 3.3ha Local Park; allotments Access enhancements and associated development.

Land South of Fambridge Road, Burnham Road and East West of Station Road, Althorne.

c) Planning Correspondence:

Members to note receipt via email of the following:

List of planning applications, decisions and appeals weeks 03 to 11.

141. 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 Protection Team after carrying out regular speed checks via a TruCAM.
- d) To consider and resolve the service for TruCAM patrolling attendance for 2024/25.
- e) To receive an update on village gateways.

142. Community

- a) Fundraising Committee update from Cllr Leggett, to consider and resolve any matters arising.
- b) Update from Clerk on Martyn’s Law in relation to events.

143. Plume Educational Trust

Report from Trustee, Cllr Wylie.

144. 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.

145. Finance

- a) To review and approve receipts, payments and bank reconciliation for January and February 2024. - List of payments are circulated to members at the end of each month prior to the meeting

Jan 24						
FOLIO	DATE	PAYEE	DESCRIPTON	NET AMT	VAT	GROSS
35/23-24	02/01/2024	Clerk	Expenses - stationery	9.16	1.83	10.99
36/23-24	24/01/2024	Writtle University College	Chainsaw maintenance/cross cutting crse for Wood Warden	275.00		275.00
37/23-24	31/01/2024	Clerk	Salary and home office - month 10 - January 2024	478.20		478.20

Feb-24						
FOLIO	DATE	PAYEE	DESCRIPTON	NET AMT	VAT	GROSS
38/23-24	01/02/2024	Victory Hall	Victory Hall hire x2 hrs Mar 2024 mtg	16.00		16.00
39/23-24	06/02/2024	Maldon District Council	Inv MUN20189831 - Engagement Team Services Oct to Dec 2023	121.59	24.32	145.91
40/23-24	15/02/2024	Clerk	Expenses - equipment for Woodside fence project	255.12	48.62	303.74
41/23-24	10/02/2024	Victory Hall	Victory Hall hire 21 and 28 March 2024 - Woodside fence project FOC	0.00		0.00
42/23-24	29/02/2024	Clerk	Salary and home office - month 11 - February 2024	405.16		405.16

- b) Further review of the Asset Register, to consider and resolve.
- c) To consider and resolve Dengie Hundred Group of Parish Council’s annual subscription fee and the hosting of meetings.
- d) Final internal audit for year 2023/2024.

146. Training

To consider and resolve any future needs or offers of training for members, clerk and volunteers.

147. External Meetings

To receive reports on any external meetings attended by councillors or clerk and dates of any future meetings.

148. 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.

149. Next meetings to be held on Tuesday 21 May 2024

Annual Meeting of the Parish Council – 7pm

Annual Parish Assembly – 8.30pm

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