

MUNDON PARISH COUNCIL

(DRAFT) MINUTES OF THE MEETING HELD ON TUESDAY 21 JULY 2026 AT 7PM IN THE VICTORY HALL

Email: clerk@mundonparishcouncil.gov.uk

Website: Mundon.org – Tel: 07789 342747

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

In Attendance: Mrs Jackie Lines – Parish Clerk/RFP
District Cllr Tony Fittock

Members of Public: 5

Meeting Commenced: 7pm

27. Chair's welcome - apologies of absence received from Community Protection Team Leader, Adrian Rayner.

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 have been made.

29. Public Forum

Questions over Ivydene were raised again with further comments on three summerhouses, a container and their current usage. To date no communication has been received from the Enforcement Team at MDC. Cllr Fittock requested copy details.

A resident updated the Parish Council on an environmental issue at Woodside that had been reported to MDC. The concern relates to a neighbouring property where excessive amounts of rubbish are being retained, resulting in vermin gathering in the area and causing a significant nuisance and potential health concerns for neighbouring residents. The resident advised that MDC's Environmental Health Team has been made aware of the issue but, to date, has not visited the site. The resident will forward the relevant information to the Clerk, who will follow up the matter with Cllr Fittock.

30. Minutes of the previous meeting – 27 May 2026

Minutes of the meeting of the Parish Council held on 27 May 2026 were approved and signed by the Chair as a true and accurate record – **unanimous decision.**

31. County/District Councillors Report

Cllr Fittock reported – the Strategy Management within MDC have recently had a change in administration from Independent to Conservative. Cllr Fittock is now Chair of Strategy Resources. With regard to planning, MDC have not met their 5 year land supply. Two appeals lost by MDC recently in Maldon and Purleigh. Three more appeals in the pipeline, 550 Althorne, 110 Southminster and 36 Tillingham. Until the 5 year land supply figure is met new developments will continue to be approved. A new Local Development Plan may be proposed

for 15 years which could include 11,000 more homes within the Maldon District. There will be a push to developers for smaller, more affordable properties to increase the availability for first time buyers.

Dengie wind farm proposal recently refused in relation to the stringent requirements for habitats and their assessments. Proposed Solar farms could face similar problems with planning approvals.

Local Government Reform – proposal, which the Government seem to be happy with, is for 5 unitary councils within Essex. Maldon will be with Chelmsford, Brentwood and Essex County Council to form Mid Essex Council. The unitary elections will be in May 2027.

32. Policies, Procedures, Risk Assessments and Contracts

To consider and resolve any annual or new drafts:

- a) It was resolved to agree the Safeguarding Policy and Procedures – **unanimous decision.**
- b) It was resolved to agree to continue further review of the Risk Assessment for Volunteer Wood Wardens – **unanimous decision.**

33. Public Transport

Cllr Ponting reported - Nothing specifically to report other than:

- Some confusion over the road closures in Latchingdon with Essex Highways reporting closure 9 - 13 July but this not seeming to be the case and consequently bus diversions were not in place.
- Revised bus timetable from 26 July 2026.
- New earlier and later bus service 332, Mon - Fri. Earlier Chelmsford to Burnham-on-Crouch and later from Burnham-on-Crouch to Chelmsford to link with trains.
- Mill Road, Maldon closed for gas works 23 July - 25 September. Bus diversions in place - High Street to Lower Plume bus stops not serviced, diversion in place. Co-op at Cross Road, top of Farnbridge Road and St Peter's Hospital nearest alternatives.

34. The Furze

Wood Warden reported the footpaths are being kept clear. Nothing further to report at present as not much growth due to the extremely dry weather.

The wood chipper service had been carried out and an invoice will be provided in due course.

35. Grass Cutting/Verges

Cllr Leggett reported – the grass cutting had been fine. A resident had requested if the grass from the green, which is encroaching onto the pavement, could be cleared. Cllr Leggett to ask Mow My Lawn to review and carry out the additional work.

Muntjacs had again eaten the geraniums and therefore no further expense will be made until more alternative plants can be found.

Cllr Leggett to hand over the work of plants within the beacon at Woodside to Cllr Ponting.

Thank you to Cllr Leggett for maintaining the beacon plants over the years and to Cllr Ponting for taking over the role.

36. Neighbourhood Watch

Cllr Wylie reported – the next Chelmsford and Maldon NHW group meeting is due to be held during week commencing 27 July. No reports of any incidents have been received within the village.

37. Woodside

Clerk reported – The Where Quality of Life Matters funding application for £10K, towards the renewal of the Woodside pathways, has been successful. Many thanks go to Farm & Country Fencing who kindly slotted in the first phase of work, during week commencing 15 June, renewing the 5 main path off shoots. Clerk to forward a copy of the Parish Council's Safeguarding Policy and Procedures to The Strategy Team at MDC for the application to be concluded and funds released.

The Where Quality of Life Matters Grant is now in its second round, Cllr Fittock to establish criteria for successful first time applicants whether further requests for funds can be made in the future.

In relation to the access road behind Woodside Cottages, Moat Housing have been contacted again for confirmation of ownership, proposed maintenance works and future traffic calming measures to be put in place. Copy information to be forwarded to Cllr Fittock.

38. Website and Social Media

Cllr Rowsell reported – currently 372 followers on the Mundon Village Facebook page. Posts continue to include transport updates, road closures, and events along with any ad hoc Parish Council news.

The Website remains a legal requirement to publish Parish Council information online.

39. Planning

a) Planning Applications for Review (and for Information Only)

No new applications received.

b) Planning Decisions (and awaiting Decisions)

26/00138/OUTM PP-14674327

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()); 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 20 July 2026

26/00216/FUL PP-14804966

Garlands Farm Mundon Road Mundon Maldon

Change of use from garage/store to a short-term holiday let. Single-storey extension to northern side. Install solar panels and roof lights to southern roof slope. Install new windows and replacement doors and associated works. Installation of package sewage treatment plant.

Pending consideration as at 20 July 2026

25/01022/FULM PP-14350416 (Amendment)

Land East Of Bridge Wick Lane, Dengie

The construction, operation (including maintenance) and decommissioning of an onshore wind electricity generating facility and associated infrastructure, comprising up to 15 Wind Turbine Generators (WTGs), onsite substation, access tracks, underground cabling, temporary construction compounds, temporary concrete batching plant, and landscape and ecological mitigation and enhancement

District Planning Committee considered application on 14 July 2026 – Refused

25/00808/HOUSE PP-14306226

Mapledean Pig Farm, Mapledean Chase, Latchingdon
Construct new outbuilding.

MDC approved in week 28 ending 10 July 2026

25/00954/FUL

Land at Bramble Hall, Mundon Road, Mundon

30MW Solar Park (including cable route from site to point of connection) and associated infrastructure

Pending consideration as at 20 July 2026

c) Planning Correspondence:

Members noted receipt via email of the following:

List of planning applications, decisions and appeals for weeks 22 to 29. All being received and members happy with the distribution process.

40. Highways

- a) To receive any updates or concerns on new highways matters – a mirror at the exit of West Chase suggested by a resident. Clerk to follow up with Essex Highways.
- b) To review information received from the Community Engagement Team after carrying out regular speed checks via a TruCAM – the monthly patrols continue and results reflect:
May = 8 offenders
June = 5 offenders
- c) To consider and resolve traffic calming measures through the village, to include village gateways – further details on VAS/SID signs costs and processes had been provided by the Clerk for a potential sign upgrade. Active Enforcement signs were suggested. It was resolved for the Clerk to follow up with Essex Highways – **unanimous decision**.

41. Community

- a) Fundraising Committee Cllr Leggett reported the summer Fete will be going ahead as planned for Saturday 5 September 2026. Posters are being printed and a mail drop will be made to all residents nearer the time and advertised on social media.
- b) No requests for expenditure from the Fundraising account at present, reassess after this year's summer fete.

42. Plume Educational Trust

Cllr Wylie reported – there has been no meeting of the Plume Educational Trust since the last Parish meeting. After exam results have been received in August, students can then apply for the scholarship and applications will be reviewed at the next Trust meeting in November.

43. Correspondence

Planning application received after agenda published, for information only. Members to liaise with the Clerk directly for individual responses to be gathered and reviewed.

26/00427/HOUSE PP- 15038124

Front Porch

4 Woodside Cottages, Main Road, Mundon

44. Finance

- a) To review and approve receipts, payments, bank reconciliation and budget v actual reports for May and June 2026 - List of payments circulated to members at the end of each month prior to the meeting – **unanimously agreed** and signed off by the Chair.

May-26

FOLIO	DATE	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
06/26-27	07/05/2026	Clerk	Expenses - x2 lever arch files for accounts and documents	£6.66		6.66
07/26-27	13/05/2026	Auditor - D O'Brien	Internal audit fee for year end 31 March 2026	£160.00		160.00
08/26-27	06/04/2026	Zurich Insurance	Invoice 554848480 - annual renew al 1 June 26 to 31 May 27	£264.00		264.00
09/26-27	29/05/2026	Clerk	Salary and home office - month 2 - May 2026	£526.98		526.98
10/26-27	25/05/2026	Mow My Lawn	Inv 1924 grass cutting 30th April and 16th May 2026	£160.00		160.00

Jun-26

FOLIO	DATE	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
11/26-27	27/05/2026	Councillor	Expenses - spring and summer plants for the parish	28.67		28.67
12/26-27	01/06/2026	Parishioner	Invoice - Village sign refurbishment	45.00		45.00
13/26-27	02/06/2026	Victory Hall	Hall hire x2 hours - meeting 21 July 2026	20.00		20.00
14/26-27	30/06/2026	Clerk	Expense claim - printer cartridge @50%	22.97		22.97
15/26-27	30/06/2026	Clerk	Salary and home office - month 3 - June 2026	466.74		466.74

- b) To consider and resolve any expenditure requests from Capital Reserves – it was resolved for the phase 1 pathways work at Woodside, in the value of £10,000 plus VAT, be paid from the Capital Reserves account should the Where Quality of Life Matters Grant for £10,000 not arrive in the bank by the end of July 2026 – **unanimously agreed**.

45. Training

Future needs for Councillors, Volunteers and Clerk – no individual requests received.

46. External Meetings

No external meetings attended by Councillors or Clerk to report.

47. Information Exchange & Items for next Agenda

No requests were received for information exchange or for items to be placed on the next agenda.

48. Date of future meetings, next meeting – Tuesday 15 September 2026 @ 7pm**49. All business having been transacted, the Chair thanked everyone for attending and closed the meeting at 8.07pm.**