

MUNDON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON
TUESDAY 20 JULY 2021 AT 7.30PM IN THE VICTORY HALL

Email: mundonparishcouncil@yahoo.com

Website: Mundon.org – Tel: 07789 342747

Present: Cllr Gavin Rowsell, Cllr Lynne Attfield, Cllr John Bennett and
Cllr Kerry-Jane Wylie

In Attendance: Mrs Jackie Lines – Parish Clerk/RFO

Members of the Public: 5

Meeting Commenced at: 7.30pm

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

Apologies received from Christine McDonald, no communication received from District Cllr Bassenger, District Cllr Boyce or District and County Cllr Stamp.

31. Declarations of Interest

- a) Members made the usual declaration that 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 had been done.

32. Minutes of the Previous meeting – 18 May 2021

The minutes were approved and signed by the Chairman as a true and accurate record – unanimous decision, minutes signed by Cllr Rowsell.

33. Policies, Procedures and Risk Assessments

Risk Assessment for the Victory Hall had been drafted and completed for today's meeting. There were no other new policies or procedures for review.

34. Public Forum

No items were raised by the members of the public present at the meeting.

35. District Councillors Report

No reports available, District Councillors not present.

36. Co-Option of Councillor

Parish Council decided not to advertise at this time, one position short at present, will hold off until situation is totally back to normal regarding Covid-19. Will consider position at next meeting in September 2021 and can advertise on social media unless anyone comes forward before then.

37. Transport

- a) To receive an update, review, discuss and make any necessary decisions – no items were raised.
- b) Dengie Dart – Cllr Bennett reported, pricing for the Dengie Dart is cheaper than a taxi but more expensive than public transport (bus) at £5 return trip to Maldon and £21 return to Broomfield Hospital. A Dart saver ticket is also available at £12 per day to use all their services (currently Broomfield is the hub if users wish to travel for example into Chelmsford or Southend).

38. The Furze

Cllr Rowsell reported, awaiting quotes for fencing to repair/renew boundaries.

The wood wardens confirmed they are fighting the brambles at present.

A member of the public commented on the brambles on the verge – Cllr Rowsell confirmed the new fencing will be placed half way across the verge which will restrict the brambles and outside of the fencing the brambles could be cut back.

A member of the public asked which type of fencing will be used – Cllr Rowsell confirmed it will be 3 rung post and rail at the front and other sections will be livestock mesh fencing.

39. Grass Cutting/Verges

Grass cutting being carried out regularly.

A locked gate is to be included within the new fencing of the Furze to allow access for the grass cutting company to deposit cuttings.

40. Neighbourhood Watch

Cllr Wylie attended a NHW meeting via Zoom on 1st June, hosted by Claire Hanrahan - Community Safety Officer at Maldon District Council, Mandy Chapman – Chair Maldon NHW and PC Rosie Smith (Community Policing). Other NHW coordinators online including coordinators from Goldhanger, Woodham Walter and Purleigh.

Maldon NHW will be merging with Chelmsford NHW and the website chelmsfordneighbourhoodwatch.org.uk will be updated to reflect this. The website has a wealth of information with newsletters, help and advice on fraud & cyber security, personal safety, home security and much more.

A point mentioned was that the Chelmsford District NHW in conjunction with the police have successfully rolled out a new 'live time' reporting system where NHW Coordinators have direct contact with Police via WhatsApp to a dedicated phone and where credible live time intelligence can be forwarded, i.e. if a drug deal is taking place and vehicle type/colour/registration numbers, good descriptions of culprits can be passed on then the Police can act or use the information to build up intelligence. It is not for emergencies. It is early days but seems to be working well and if proves to be a good tool then it is hoped to be set up within the Maldon District NHW coordinators.

Bike Security/Marking

There will be a Bike Marking and Community Safety event on 27th July at Promenade Park between 10am – 3pm on the Events Field (CM9 5JQ). NHW stickers and fraud booklets will be available. Police and Fire service will also be there.

Crime in Mundon Village

With regard to Mundon Village, a suspicious white transit had been seen over the last few weeks around the Dengie area and was seen parked in a layby along New Hall Lane on 15th July. The driver was spoken to by a resident and it was also reported to the police.

41. Woodside

To receive an update regarding correspondence with Moat Housing in relation to contribution to the repair/replacement of the fence and in regard to Moat Housings historic offer to gift the grass area in front of Woodside to the Parish Council – Moat’s representative confirmed they have approached the regulator and are awaiting a response, they apologised for the length of time the matter is taking but they are required to follow the correct procedures.

A member of the public asked about the footpaths in the Woodside area and who is responsible for these. Cllr Rowsell confirmed Moat are responsible and it has already been voiced that the area will need to be brought up to a certain standard before it is passed across to the Mundon Parish.

42. Website and Social Media

Cllr Rowsell apologised for the late posting of the Agenda of tonight’s meeting on the website, it had been prepared but the physical online posting had slipped the net. The Clerk confirmed the agenda had been placed on the Parish noticeboard in advance.

No other items were raised or reported.

43. Planning

a) Planning Applications:

21/00488/FUL PP-09768363 – Land between Furzedown and Elms Coal Yard, Main Road, Mundon

New one and a half storey chalet style dwelling – (Mundon Parish Council confirmed no objections to MDC).

21/00673/HOUSE PP-09922255 – The Thatch, Vicarage Lane

Proposed single storey side/rear extension – (Mundon Parish Council confirmed no objections to MDC).

b) Planning Decisions:

21/00557/LDP PP-09857136 – Copt Chase Cottage, Mundon Road

Claim for lawful development certificate for a proposed cart lodge building with gym and storage – 16 July 2021 week 28 MDC approved with condition.

21/00412/LDE PP-09739587 – Little Wycke Farm, Blind Lane

Claim for lawful development certificate for the existing occupation of Little Wycke Farm as dwelling without compliance with agricultural occupancy conditions – 21 May 2021 week 20 MDC refused.

21/00498/AGR PP-09771248 – Mundon Hall, Vicarage Lane

Prior notification to erect a roof covering over a cattle yard – 4 June 2021 week 22 MDC confirmed prior approval not required.

c) Planning Correspondence:

Members to note receipt via email of the following:

List of planning applications weeks 19 to 27 - **Noted**

List of planning decisions and appeals weeks 19 to 27 - **Noted**

44. Parish Council Land – Ownership and Boundaries

Some residents attended the meeting to represent the owners of properties within the Furze where gardens have enveloped the Parish woodland. Discussion took place covering why the land was being sold, the offers made to the home owners, the duty of the Parish Council, maintenance and upkeep, tree protection order and legal aspects. The Parish Council are to contact the EALC, association for local councils, to obtain advice to move the matter forward. It was confirmed by the homeowners present at the meeting and for the other homeowner they represented, that they are all interested in their individual offers to buy the land and would like to commence negotiations.

45. Highways

- a) To receive updates on outstanding highways issues and an opportunity for members to raise any new highways issues and make decisions accordingly – A wood warden confirmed a representative from Moat had been spraying around the pot holes in West Chase presumably for scheduled repairs. However, a resident within Woodside had already been very kindly providing tarmac plainings to try and address the pot holes which the Parish Council are grateful for. Cllr Rowsell confirmed Moat own the back road and the tarmac section of West Chase, 2 residents still reside in Moat houses.

The Clerk confirmed a reply had been sent to Cllr Stamp who had requested details on highways issues within the Parish. The following was highlighted, dropped drains, pot holes, reducing the tonnage for Mundon's roads and Essex Highways traffic calming assessment scheme.

- i) Encroachment of roadside hedging being a danger to road users – The Clerk confirmed the EALC legal advice team had been contacted and it had advised that the Parish Council may write to homeowners to request hedging to be cut back, alternatively the Parish Council may offer to cut the hedging back for the house owner at a fee. A complaint should also be directed to the highways authority for the hedging to be cut as the nesting of birds does not override the need for safety. Cllr Rowsell had attempted to locate information on the minimum distance of hedging to be set back from paths/roads but had been unable to find any guidance. Clerk to contact Cllr Stamp to ask for advice on how the Parish Council may progress with this matter.
- b) To review any further information received from the Community Protection Team after carrying out random speed checks –
Trucam Attendance
May 2021 – two attendances of 30 minutes = 4 offenders and new site set up this month
June 2021 – two attendances of 30 minutes = 10 offenders
It was unanimously agreed to continue with the Trucam service.

46. Community

- a) Recognition plaques - to receive an update – the plaque has currently been displayed within the Victory Hall. Mundon Parish Council to check with the Victory Hall Committee whether this is acceptable. Cllr Wylie confirmed Christine McDonald wished to pass on her thanks and is grateful to the Parish Council for the recognition.

It was noted that the Victory Hall now has new signs for the carpark, to allow the spaces to remain free for hall users only.

- b) Communication to new and existing residents - Mundon Information Booklet, to receive an update - Cllr Wylie is waiting for a few words from Friends of the Friendless Churches then additions/amendments/photos will be added. The draft will then be circulated for any comments before being sent to print.

47. Plume Educational Trust

To receive an update from a Trustee - Cllr Wylie confirmed there was nothing to report at this time but a face to face meeting is due to take place in the autumn to look at student applications for funding.

48. Correspondence

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

49. Finance

- a) To review and approve, receipts, payments and bank reconciliations for May and June 2021. - List of payments circulated to members at the end of each month prior to the meeting for review and sign off – unanimously agreed and signed off by Cllr Rowsell.

May-21

FOLIO	DATE	PAYEE	DESCRIPTON	NET AMT	VAT	GROSS
04/21-22	03/05/2021	Mow My Lawn	Invoice 945 - April 21 mowing	240.00		240.00
05/21-22	06/05/2021	Auditing Solutions Ltd	Invoice A6964 - internal audit 20/21	115.00	23.00	138.00
06/21-22	06/05/2021	Victory Hall	Booking form for x3 hours 18 May mtg	24.00		24.00
07/21-22	13/04/2021	BHIB Councils Insurance	Invoice LCO00172-507922	362.53		362.53
08/21-22	14/05/2021	MDC inv MUN20182992	Trucam attendance x1hr April 2021	35.06	7.01	42.07
09/21-22	18/05/2021	Councillor	Expenses - The Engraving Shop	16.33		16.33
10/21-22	28/05/2021	Clerk	Month 2 - May 21 salary and expenses	497.19		497.19

Jun-21

FOLIO	DATE	PAYEE	DESCRIPTON	NET AMT	VAT	GROSS
11/21-22	11/06/2021	Mow My Lawn	Invoice 968 - May 21 mowing	160.00		160.00
12/21-22	16/06/2021	Victory Hall	Booking form for x2 hours 20 July 21 mtg	16.00		16.00
13/21-22	16/06/2021	MDC inv MUN20183136	Trucam attendance x1hr May 2021	35.06	7.01	42.07
14/21-22	13/06/2021	ICO	Data Protection Annual Renewal from 24/07/21	40.00		40.00
15/21-22	30/06/2021	Clerk	Month 3 - June 21 salary and expenses	379.74		379.74

- b) Budget review following increase in Clerk's hours – It was felt the contingency budget could cover any shortfall this year. Clerk to review standing orders and obtain advice if required on updating budgets to conclude.

50. Training

Updates and review of future needs for members and Clerk – no additional training required at this time.

51. External Meetings

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

Cllr Wylie attended a Dementia Friendly Training Seminar via Teams 20th May.

The seminar gave lots of information on the issues faced by people living with dementia, their loved ones and carers. It covered key things about dementia and analogies which helped understand how it can affect people.

The seminar also covered aspects on being a Dementia Friendly Parish/Community. With Mundon being very small with very few public spaces we do already cater for the needs of those with dementia as village signage is kept to a minimum, the website is clear and easy to use and benches are available for quiet contemplation.

Cllr Rowsell was due to attend a meeting with John Whittingdale via the NFU but this had been cancelled and will now take place later during August.

The Dengie Hundred Group of Parishes – The Clerk has been trying to make contact with members who were part of this group for some time and although emails have been sent

to various individuals, no responses had been received to date, it is unclear whether this group will continue in the future.

52. Information Exchange & Items for next Agenda

No further information or agenda items were discussed/exchanged.

53. Date of next meeting – Tuesday 21st September 2021 @ 7.30pm.

54. All business having been transacted, the Chair thanks everyone for attending and closed the meeting at 8.45pm.