

# MUNDON PARISH COUNCIL

Email: [mundonparishcouncil@yahoo.com](mailto:mundonparishcouncil@yahoo.com)

Website: Mundon.org – Tel: 07789 342747

---

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

26 September 2022

## Dear Councillors

You are summoned to attend the MEETING OF **MUNDON PARISH COUNCIL** to be held on **Monday 3 October 2022 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 Lynne Attfield, Cllr John Bennett,  
Cllr Kerry-Jane Wylie and Cllr Diane Leggett

## A G E N D A

### **58. Chairman's welcome and to receive apologies of absence.**

### **59. 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 interest 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.

### **60. 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.

**61. Minutes of the previous meeting – 19 July 2022**

To receive, approve and sign the minutes of the meeting of the Parish Council held on 19 July 2022.

**62. Policies, Procedures and Risk Assessments**

To consider and resolve any annual or new drafts.

**63. County/District Councillors Report**

To receive reports from County and/or District Councillors.

**64. Transport**

To receive an update from Cllr Bennett.

**65. The Furze**

To receive an update on The Furze.

**66. Grass Cutting/Verges**

To receive an update from Cllr Attfield.

**67. Neighbourhood Watch**

To receive an update from Cllr Wylie.

**68. Woodside**

To receive an update on the progress of negotiations with Moat Housing and the passing of Woodside green to the Parish.

To resolve the appointment of solicitors to act on behalf of the Parish Council.

**69. Website and Social Media**

To receive an update from Cllr Rowsell.

**70. Planning**

**a) Planning Applications to Review**

**22/00736/HOUSE PP-11318578**

The Ponds, Maldon Road

Proposed 1st floor over with pitch roof and triangle dormers which is currently 5.93m and will be 8.38m

**22/00813/VAR PP-11284428**

Suffolk Life Annuities Unit 3 Mapledean Works Maldon Road

Variation of condition 4 on approved planning permission 22/00103/FUL (Removal of palisade fencing and storage container and erection of single storey E(g)(iii) (light industrial) and B8 (storage) industrial building. Variation: To allow extend working times to include Saturdays 8am-2pm.

**22/00938/HOUSE PP-11488825**

Whitehaven 3 Garlands Bungalow Mundon Road Mundon

Single storey rear extension - rebuild with a pitched roof the existing extension to side. Front extension below existing roof structure.

**22/00970/LDE PP-11527460**

Wycke View Farm, Main Road, Mundon

Claim for lawful development certificate for an existing erection of a dwelling with no agricultural occupancy condition.

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

**21/01230/OUT PP-10402912**

Proposed 1 and a half storey chalet styled bungalow  
Orchards, New Hall Lane

**22/00409/FUL PP-11111598**

Erection of two detached dwellings with integral garages, new access driveway and garden outbuildings

Land North of Willow Grove, Maldon Road, Mundon

**22/00491/FUL PP-11144693**

Construction of a two storey detached dwelling  
Glenlene, Main Road, Mundon

**PDE/MAL/22/00229 (prior approval required and granted w/e 5 Aug 2022)**

The Ponds Maldon Road Mundon

Proposed 1st floor over with pitch roof and triangle dormers which is currently 5.93m and will be 8.38m

c) **Planning Correspondence:**

Members to note receipt via email of the following:

List of planning applications weeks 28 to 39

List of planning decisions and appeals weeks 28 to 39

**71. Parish Council Land – Ownership and Boundaries**

- a) To receive an update.
- b) Ditch clearing.

**72. Highways**

- a) To receive any updates on outstanding or new highways matters.
- b) To review information received from the Community Protection Team after carrying out regular speed checks via a TRUCAM.

**73. Community**

- a) Fundraising Committee update from Cllr Leggett.
- b) Defibrillator.

**74. Plume Educational Trust**

Report from Trustee, Cllr Wylie

**75. 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.

**76. Finance**

- a) To review and approve receipts, payments and bank reconciliation for July and August 2022 - List of payments circulated to members at the end of each month prior to the meeting.

Jul-22						
FOLIO	DATE	PAYEE	DESCRIPTON	NET AMT	VAT	GROSS
19/22-23	01/08/2022	SLCC	Clerk annual membership renewal from 1/8/22	112.00		112.00
20/22-23	11/07/2022	Maldon District Council	Community Engagement Team Services - June 2022	35.94	7.19	43.13
21/22-23	19/07/2022	Clerk	Expenses - Stationery, Black HP Toner Cartridge @ 50%	32.00		32.00
22/22-23	19/07/2022	Wood Warden	Expenses - Fuel for wood chipper	16.92		16.92
23/22-23	29/07/2022	Clerk	Salary and expenses month 4 - July 2022	372.55		372.55

Aug-22						
FOLIO	DATE	PAYEE	DESCRIPTON	NET AMT	VAT	GROSS
24/22-23	26/07/2022	Victory Hall	Victory hall hire x2 hrs 20 Sept 22 mtg	16.00		16.00
25/22-23	27/07/2022	Mow My Lawn	Grass cutting services x2 July 2022	140.00		140.00
26/22-23	23/08/2022	Clerk	Expenses - mileage claim for taking archives to ERO	16.56		16.56
27/22-23	31/08/2022	Clerk	Salary and expenses month 5 - August 2022	400.18		400.18

- b) Clerk's update (VAT and budget position).  
c) Locality Fund.

**77. Training**

Updates and review of future needs for members and Clerk.

**78. External Meetings**

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

**79. Information Exchange & 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.

**80. Date of next meeting – Tuesday 15 November 2022 @ 7pm****81. All business having been transacted, the Chair thanks everyone for attending and closes the meeting.**