

MUNDON PARISH COUNCIL

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Mrs J Lines
Parish Clerk/RFO
Homestead
Old Heath Road
Althorne
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8 September 2026

Dear Councillors

You are summoned to attend the MEETING OF **MUNDON PARISH COUNCIL** to be held on **Tuesday 15 September 2026 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

50. Chair's welcome and to receive apologies of absence.

51. 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.

52. 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.

53. Minutes of the previous meeting – 21 July 2026

To receive, approve and sign the minutes of the meeting of the Parish Council held on 21 July 2026.

54. County/District Councillors Report

To receive reports from County and/or District Councillors.

55. Policies, Procedures, Risk Assessments and Contracts

To consider and resolve any annual or new drafts:

- a) IT Policy
- b) Health and Safety Policy
- c) Co-Option Policy

56. Public Transport

To receive an update from Cllr Ponting.

57. The Furze

To receive an update on The Furze.

58. Grass Cutting/Verges

To receive an update from Cllr Leggett.

59. Neighbourhood Watch

To receive an update from Cllr Wylie.

60. Woodside

To receive an update.

61. Website and Social Media

To receive an update from Cllr Rowsell.

62. Planning

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

26/00427/HOUSE PP-15038124

4 Woodside Cottages, Main Road, Mundon
Front porch

26/00504/FUL PP-15108915

Small Steps Day Care Little Wycke Farm Blind Lane Mundon
Proposed change of use of former children's day nursery to one bedroom bungalow with associated landscaping and parking

26/00541/FUL PP-15132891

Mobile Home East Furze Cottage Main Road Mundon
Proposed two storey Cottage style dwelling

26/00304/FUL PP-14905835

Camp Beaumont Maldon Road Mundon Essex
Continued use of land for Use Classes B2 (General Industrial),
B8 (Storage and Distribution), Class E (g) (Office, Research and
Development, Industrial Processes)

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

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.

25/00954/FUL PP-14406358

Land at Bramble Hall, Mundon Road, Mundon

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

c) Planning Correspondence:

Members to note receipt via email of the following:

List of planning applications, decisions and appeals for weeks 30 to 37.

63. 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) To consider and resolve traffic calming measures through the village, to include village gateways.

64. Community

- a) Fundraising Committee update from Cllr Leggett.
- b) Consider and resolve any Fundraising account expenditure requests.

65. Plume Educational Trust

Report from Trustee, Cllr Wylie.

66. Biodiversity – Local Nature Recovery Strategy

To consider and resolve opportunities to conserve, enhance and connect habitats within the parish.

67. 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.

68. Finance

- a) To review and approve receipts, payments, bank reconciliation and budget v actual reports for July and August 2026 - List of payments are circulated to members at the end of each month prior to the meeting.

Jul-26						
FOLIO	DATE	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
16/26-27	15/07/2026	HMRC	Ers NIC liability due for Apr to Jun 2026 payroll (not taken via DDR)	24.24		24.24
17/26-27	24/07/2026	ICO	Annual renewal Data Protection fee to 24 July 2027	47.00		47.00
18/26-27	30/06/2026	Farm & Country Supplies	Invoice 44593 - Mundon Village Pathworks phase 1	10,000.00	2,000.00	12,000.00
19/26-27	13/07/2026	Maldon District Council	Inv MUN20194310 - Community Engagement patrols April to June 2026	134.73	26.95	161.68
20/26-27	21/07/2026	Mow My Law n	Inv 1958 grass cutting 5th June to 10th July 2026	240.00		240.00
21/26-27	31/07/2026	Clerk	Salary and home office - month 4 - July 2026	470.51		470.51
Aug-26						
FOLIO	DATE	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
22/26-27	01/08/2026	SLCC	Invoice MEM259591-1 annual membership renewal	116.00		116.00
23/26-27	03/08/2026	Victory Hall	Hall Hire x2 hrs - Meeting on 15 Sept 2026	20.00		20.00
24/26-27	26/07/2026	MSW Home & Garden Services	May 2026 - chipper annual service and parts	65.00		65.00
25/26-27	20/08/2026	Mow My Law n	Inv 1988 grass cutting 31 July 2026	80.00		80.00
26/26-27	28/08/2026	Clerk	Salary and home office month 5 - August 2026	421.56		421.56

- b) To consider and resolve any expenditure requests from Capital Reserves.
 c) To consider and resolve the 2026/27 Local Government Services Pay Agreement for the Clerk backdated to 1 April 2026.
 d) VAT reclaim for year to 31 August 2026.
 e) To consider and resolve ideas in relation to the Locality Fund.

69. Training

Updates and to consider and resolve future needs for Councillors, Volunteers and Clerk.

70. External Meetings

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

71. 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.

72. Date of future meetings

- a) Next meeting – Tuesday 17 November 2026 @ 7pm
 b) Review of date for May 2027 meetings.

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