

# MUNDON PARISH COUNCIL

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

20 November 2024

## Dear Councillors

You are summoned to attend the MEETING OF **MUNDON PARISH COUNCIL** to be held on **Wednesday 27<sup>th</sup> November 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

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**Councillors:** Cllr Gavin Rowsell, Cllr John Bennett, Cllr Kerry-Jane Wylie,  
Cllr Diane Leggett and Cllr Marita Ponting

## A G E N D A

**76. Chairman’s welcome and to receive apologies of absence.**

**77. 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.

**78. 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.

**79. Minutes of the previous meeting – 11 September 2024**

To receive, approve and sign the minutes of the meeting of the Parish Council held on 11 September 2024.

**80. County/District Councillors Report**

To receive reports from County and/or District Councillors.

**81. Policies, Procedures, Risk Assessments and Contracts**

To consider and resolve any annual or new drafts.

**82. Public Transport**

To receive an update from Cllr Ponting.

**83. The Furze**

To receive an update on The Furze.

**84. Grass Cutting/Verges**

- a) To receive an update from Cllr Leggett.
- b) To consider and resolve quotations for grass cutting from 1 April 2025.

**85. Neighbourhood Watch**

To receive an update from Cllr Wylie.

**86. Woodside**

To receive an update from the Clerk.

**87. Website and Social Media**

To receive an update from Cllr Rowsell.

**88. Planning**

a) **Planning Applications for Information Only**

No new applications received.

**Planning Applications for Review**

No new applications received.

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

**23/00440/OUT PP-12118536**

Land north of Willow Grove, Maldon Road, Mundon

Outline planning application (with all matters of detail reserved for future determination except for means of access) for the erection of up to two dwellings

**24/00788/HOUSE PP- 13458678**

Orchards, New Hall Lane, Mundon

Single storey rear extension. Additional front door with canopy. Detached garage/outbuilding.

c) **Planning Correspondence:**

Members to note receipt via email of the following:

List of planning applications, decisions and appeals weeks 37 to 47.

**89. Highways**

- a) To receive any updates 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 attendance by the Community Engagement Team from 1 April 2025.
- d) To consider and resolve traffic calming measures through the village.
- e) To receive an update on village gateways.

**90. Community**

- a) Fundraising Committee update from Cllr Leggett.
- b) To consider and resolve any requests for the use of funds.

**91. Plume Educational Trust**

Report from Trustee, Cllr Wylie.

**92. Biodiversity (2021 Environment Act)**

To consider and resolve the legal requirement in England to conserve and enhance biodiversity within the parish.

**93. 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.

**94. Finance**

- a) To review and approve receipts, payments, bank reconciliation and budget - v - actual reports for September and October 2024 - List of payments are circulated to members at the end of each month prior to the meeting.

Sep-24						
FOLIO	DATE	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
24/24-25	15/09/2024	Mow My Law n	Inv 1627 grass cutting 9 and 26 Aug plus 11 Sept 2024	225.00		225.00
25/24-25	16/09/2024	EALC	Inv 17977 - Cllr Training Days 1 & 2 - Sept 2024	200.00	40.00	240.00
26/24-25	30/09/2024	Clerk	Salary and home office month 6 - September 2024	445.13		445.13

Oct 24						
FOLIO	DATE	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
27/24-25	01/10/2024	Victory Hall	Victory Hall hire x2 hrs Nov 2024 meeting	16.00		16.00
28/24-25	11/10/2024	Maldon District Council	Invoice MUN20191499 - July to Sept 2024 inc. Engagement Team Servs	127.41	25.48	152.89
29/24-25	31/10/2024	Clerk	Salary and home office month 7 - October 2024	404.63		404.63

- b) To review, consider and resolve the budget and precept for 2025/2026.
- c) To consider and resolve the 2024/25 Local Government Services Pay Agreement for the Clerk backdated to 1 April 2024.
- d) To consider and resolve requests for funding from the Locality Fund.
- e) To consider and resolve any capital expenditure requests from Capital Reserves.

**95. Training**

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

**96. External Meetings**

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

**97. 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.

**98. Date of future meetings - next meeting Tuesday 21 January 2025 at 7pm.**

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