

MUNDON PARISH COUNCIL

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Mrs S.E. Sayer,
Parish Clerk/RFO,
16 Buttercup Way,
Southminster,
Essex. CM0 7RZ

9th April 2019

Dear Councillor,

You are summoned to attend the **MUNDON PARISH COUNCIL** Meeting to be held on **Tuesday 16th April 2019 at 7.30 p.m.** at The New Victory Hall, Mundon, when the following business is proposed to be transacted.

Yours sincerely,
Sarah Sayer
Parish Clerk/RFO

Chairman: Cllr S. Livermore
Vice-Chairman: Cllr G. Rowsell
Councillors: Cllrs L Clark and I McDonald

A G E N D A

- 1. Apologies for absence**
- 2. 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 i.e. if any changes occur that they are updated within 28 days on the MDC website.
- 3. Minutes of the Previous meeting – 19th February 2019**

To receive, approve and sign the minutes of the Parish Council meeting held on 19th February 2019.
- 4. 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 .
- 5. District Councillors Report (either in person or written update if available.)**

- 6. Election – 2nd May 2019**
 - a) Members to note Election uncontested and candidates elected are Gavin Rowsell, Len Clerk and Kerry Ann Wylie.
 - b) Members to note that Co-option can take place after 2nd May without advertising.

- 7. Transport**
 - a) To receive an update and to discuss and decide if anything needs to be done.

- 8. The Furse**
 - a) To receive an update on the maintenance of The Furse and to discuss and make any necessary decisions.

- 9. Grass Cutting**
 - a) To receive an update, and discuss and make any necessary decisions.

- 10. Neighbourhood Watch**
 - a) To receive an update, discuss and make any necessary decisions.

- 11. Woodside**
 - a) 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
 - b) To review, discuss and decide if available, the quotations for repairing the rotten posts/panels or for complete replacement of the fence surrounding the grass area in front of Woodside and for a fence around the ditch outside the hall, to stop cars backing down into it.

- 12. Plume Educational Trust**
 - a) To discuss, and decide to nominate a member of the Parish Council to become a Trustee of the Plume Educational Trust being successor to Mrs V Clark whose term of office ends on 15th June 2019. (Letter previously scanned and emailed to members)

- 13. Website**
 - a) To receive an update and make any decisions needed.

- 14. Broadband**
 - a) To receive an update – Bill Hollis

15. Planning

a) Planning Applications:-

Application No: 19/00323/LDE

Proposal: Claim for a lawful development certificate for the existing use of 2 garage outbuildings

Location: Furzewood House The Furze Main Road Mundon

If members have any knowledge that supports or contradicts the submitted evidence, the MDC Planning Dept would be grateful for this information.

b) **Planning Correspondence**

Members to note receipt via email of the following:-

- i) List of Planning applications – 8/9/10/11/12/13/14/15
- ii) List of Planning Decisions and Appeals – 8/9/10/11/12/13/14/15

c) **Planning Decisions:**

None received at the time of writing.

16. Highways

To receive updates on outstanding highways issues and an opportunity for members to raise any new highways issues and make decisions accordingly.

- a) Update regarding the road closure/diversion on Main Road whilst new bridge is installed.
- b) To review the reports from the Community Protection Team after carrying out speed checks on different days and at different times with a Trucam.
- c) Members to note the potential scheme listed for Mundon on the March 2019 LHP list. (spreadsheet will be provided at the meeting)

17. 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.

18. Finance

- a) To approve payments for March and April 2019 – list of payments to be handed out at the meeting.
- b) To receive financial information, review and sign off bank reconciliation to 31st March 2019 and get internally audited.
- c) To receive financial information, review and sign off bank reconciliation to 31st March 2018 and get internally audited.
- d) To discuss and decide on using RB Auditing to carry out the internal audit in accordance with Local Government rules at a cost of £100.00 plus VAT if carried out with the other councils the Clerk works for or

£130.00 plus VAT if done as an individual, that would be a cost for each year. 17/18 and 18/19.

- e) To note that PFK Littlejohn has been appointed to carry out the external audit for 2018/19 financial year.
- f) To review and sign the bank mandate giving Clerk full access to online banking giving the ability to transfer, make payments and print off data and to remove Cllr Hollis and Cllr Livermore as signatures on the account.

19. External Meetings

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

- a) 20/3/19 – Dengie Hundred Group of Parish Councils held at Southminster – Cllr Rowsell provided an email update.

20. 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.

21. **Date of next meeting** – Tuesday 21st May 2019 at 7 p.m. for the Annual General Meeting of the Parish Council and 8 p.m for the Parish Assembly, Members to invite members of the public to join them for light refreshments after the meeting.