

MUNDON PARISH COUNCIL

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

8 July 2025

Dear Councillors

You are summoned to attend the MEETING OF **MUNDON PARISH COUNCIL** to be held on **Tuesday 15 July 2025 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

27. Chairman’s welcome and to receive apologies of absence.

28. 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.

29. Public Forum

A code of conduct to be adhered to as a whole and is consistent with the Seven Principles of Public Life (known as the “Nolan Principles”) which are set out in the Introduction and Appendix A of the Councillor Code of Conduct and the provisions of S28 Localism Act 2011.

30. Minutes of the previous meeting – 20 May 2025

To receive, approve and sign the minutes of the meeting of the Parish Council held on 20 May 2025.

31. County/District Councillors Report

To receive reports from County and/or District Councillors.

32. Policies, Procedures, Risk Assessments and Contracts

To consider and resolve any existing policies or new drafts:

- a) Procedures for Internet Banking and Financial Reporting to Councillors.
- b) IT Policy.

33. Public Transport

To receive an update from Cllr Ponting.

34. The Furze

To receive an update on The Furze.

35. Grass Cutting/Verges

To receive an update from Cllr Leggett.

36. Neighbourhood Watch

To receive an update from Cllr Wylie.

37. Woodside

To receive an update.

38. Website and Social Media

- a) To receive an update from Cllr Rowsell.
- b) To consider and resolve email management in line with digital and data compliance.

39. Planning

a) Planning Applications For Information Only

Bramble Hall – potential solar park.

Planning Applications for Review

25/00578/OUTM PP-14084507

Land West Of The Cemetery London Road Maldon Essex

Outline application with all matters reserved, except for access, for the erection of up to 275 residential units including affordable housing, land for a children's nursery (Class E), 1.8ha of land for an extension to Maldon Cemetery, drainage works, landscaping, vehicular access to the A414, pedestrian/cycle access to Spital Avenue and London Road, and associated infrastructure works.

b) Planning Decisions (and awaiting Decisions)

24/01004/OUTM PP-13623594

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(a)); 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.

25/00073/VAR PP-13716291

Mapledean Poultry Farm Mapledean Chase Mundon

Variation of condition 6 on approved planning permission 18/01034/OUT (Redevelopment of poultry farm for approximately 5030sqm B1 (b) & (c) commercial floorspace with associated access arrangements)

25/00301/FUL PP-13849407

Land adjacent The Old Post Office, Main Road, Mundon
Demolition of existing outbuildings and construction of two bedroom dwelling and extended vehicle crossover.

25/00468 PP-14007359 and 25/00467/FUL PP-14007359

Dormer Cottage, Main Road, Mundon
Retrospective planning permission for a conservatory on the rear elevation that was built in 2010.

c) Planning Correspondence:

Members to note receipt via email of the following:
List of planning applications, decisions and appeals for weeks 21 to 28.

40. 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) Update on traffic calming measures through the village.
- d) To receive an update on village gateways.
- e) To consider and resolve bulb planting licence compliance and expenditure on the Bennett Junction at the start of New Hall Lane.

41. Community

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

42. Plume Educational Trust

Report from Trustee, Cllr Wylie.

43. 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.

44. Finance

- a) To review and approve receipts, payments, bank reconciliation and budget v actual reports for May and June 2025 - List of payments are circulated to members at the end of each month prior to the meeting.

May-25						
FOLIO	DATE	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
07/25-26	24/04/2025	Mrs D O'Brien	Annual Internal Audit Fee 24/25	£100.00		100.00
08/25-26	13/05/2025	Farm & Country Supplies	Supply and install new picket fencing at Woodside Inv 42723	£1,873.04	374.61	2,247.65
09/25-26	10/05/2025	Mow My Lawn	Inv 1738 - Grass cutting 2nd May 2025	£80.00		80.00
10/25-26	09/05/2025	Maldon District Council	Inv MUN20292643 - First year's litter bin emptying fee 25/26	£56.86	11.37	68.23
11/25-26	23/05/2025	Zurich Municipal	Inv 544763555 - Annual insurance 1 June 25 to 31 May 26	£264.00		264.00
12/25-26	30/05/2025	Clerk	Salary and home office - month 2 - May 2025	£496.70		496.70

Jun-25						
FOLIO	DATE	PAYEE	DESCRIPTION	NET AMT	VAT	GROSS
13/25-26	02/06/2025	Councillor	Expenses - plants for parish	24.24		24.24
14/25-26	01/06/2025	Victory Hall Committee	Hall hire x2 hrs re 15 July 2025 PC meeting	16.00		16.00
15/25-26	17/06/2025	Victory Hall Committee	Hall hire x2 hrs re 23 June 2025 Solar Park briefing	16.00		16.00
16/25-26	30/06/2025	Clerk	Salary and home office - month 3 - June 2025	446.44		446.44
17/25-26	12/06/2025	Anglia Ruskin University	Wood Warden maintenance and cross cutting course 11-13 June	550.00		550.00

- b) To consider and resolve arboriculture projects which the Locality Fund could support.
- c) To consider and resolve any capital expenditure requests from Capital Reserves.

45. Training

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

46. External Meetings

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

47. 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.

48. Date of future meetings, next meeting – Tuesday 16 September 2025 @ 7pm.

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