MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 10 APRIL 2017 AT 7.30 PM AT THE VILLAGE HALL

Present: Chairman, Cllr J C Gregan.
Cllrs. C L Atkinson, F A Delderfield A J Gable, Mrs A V Heaviside, J V Keyes and B S Marshall.

Apologies for absence were received from Cllrs. Mrs C Adams and R L Bass.

043.17 MINUTES OF THE PREVIOUS MEETING
The minutes of the Meeting of the Council held on 13 March 2017 were confirmed and signed.

044.17 DISCLOSURES OF INTEREST
The Chairman reminded Members that, in common with other local authorities, this item is placed high on the agenda to give Members the earliest opportunity to declare known interests in items set out for later discussion; notwithstanding that they should also declare interests as soon as they become aware should the need arise throughout the meeting. Members were also reminded to review and update if necessary their interests recorded in the Register of Interests and which they are required to declare under the Localism Act 2011 and the Council's Code of Conduct. There were no disclosures.

045.17 PUBLIC QUESTIONS (Adjournment)
One member of the public was present, Mrs English, who explained revisions to her planning application at Pond House to be discussed later at this meeting.

046.17 CHAIRMAN'S ANNOUNCEMENTS, REPORTS OF OTHER BODIES AND GENERAL CORRESPONDENCE.
Mrs Elizabeth Parsons: Seven Members of the Council and the Clerk attended funeral of the late Councillor Mrs Elizabeth Parsons at St Peters Church on 3 April and formed a "Guard of Honour" entrance the entrance porch.
Essex Association of Local Councils: The EALC had sent an update on the services it provides.
County Council Elections: It was noted that the Essex County Council elections will take place on 4 May.
Clerk's Forum: The Clerk reported on a recent Forum that he had attended.

047.17 MATTERS ARISING FROM THE MINUTES
Burial Ground Extension: The Clerk has written to the landowner by post but has received no reply. A further, recorded mail, letter will be sent. Meanwhile it was thought that alternative sites might be sought before proceeding with compulsory purchase procedures.

048.17 PLANNING POLICY AND STRATEGY:
Neighbourhood Planning: A meeting of the Neighbourhood Planning Steering Group was held on 3 April and as several members of the group were unable to attend the Clerk will circulate suggested dates for the next meeting.
Community Led Housing: Cllr A J Gable reported on a Community Led Housing Seminar he had attended and he would feed information to the Neighbourhood Plan steering Group.

LDP Consultation: A letter was circulated about the consultation on the Local Development Plan responses to actions from the examination.

049.17 PLANNING APPLICATIONS

Appeal Notices: Notices of appeal were received in respect of 15/01200 and 16/01231 at the Old Dairy, Broad Street Green Road; and 16/00743 at Poplar Grove.
Appeal Decision: An appeal decision was received in respect of 16/00289, land opposite 34 Hall Road. The appeal was allowed but the Inspector referred to an extant Section 52 Planning Agreement

Planning Decisions: The Clerk reported on the latest planning decisions of the District Council.

Latest Applications: Comments on planning applications received up to week ending 7 April 2017 were as follows:

HOUSE/MAL/17/00253 Two storey side and rear extension. Pond House 26 Maldon Road (Amended Plans) – The Council has reviewed its previous comments following the receipt of amended plans. The revisions to the design have taken account of overlooking issues and the proposal does not now appear over-bearing and does not detract from the street scene. The reduced width of the front elevation presents a more sympathetic style and appearance. The Council now recommends approval.

HOUSE/MAL/17/00308 Single storey rear extension with flat roof extending four meters from the rear elevation of the house, block up a door to the flank elevation and minor internal alterations. Extension of the existing dropped kerb to create a vehicle crossing. New Dawn 5 Plains Road. The design does not now appear over-bearing and does not detract from the street scene. The Council recommends approval.

FOR INFORMATION ONLY NMA/MAL/17/00368 Application for non-material amendment following grant of Planning Permission of HOUSE/MAL/16/01462 (First floor extension of existing bungalow to form 4 bedroom chalet) Amendment sought: Widening of a bathroom window. Introduction of 2 roof windows to a roof over a rear single storey dining room. Change from man made slate to natural slate.
8 Catchpole Lane – Noted.

050.17 FINANCE:

Finance Report: The end of year Finance Report for 2016/17 (attached) was received and noted. The Clerk advised that bank account interest is approximately £3.00 understated as the deposit account statement for the last quarter has not arrived. It was agreed to carry over to 2017/18 all unspent but committed estimates and other unspent amounts where required. A new budget line of £1,000 will be added to pay for Maldon District Council enforcement services. It was noted that the position with the proposed purchase of land for extending the burial ground has not changed.

External Audit: Notice of the External Audit of the Annual Return was received and clarification in the order of approving and signing sections of the Statement noted. An accounts and audit plan for 2015/16 was agreed (attached).

Appointment of internal auditor: It was agreed to appoint Mr Peter Wrigley as internal auditor. Mr Wrigley had previously indicated his willingness to carry it out.

Internal Systems Review and Governance Statement: Members carefully examined the Council's internal systems and identified and reviewed our process's and controls against the eight applicable governance statements in page 2 (Section 1 of the annual return). It was agreed that the response to all eight statements is "yes"

and statement 9, regarding trust funds, is not applicable to this Council. Page 2 was completed and signed by the Chairman and Clerk. A copy is appended to these minutes

Confirmation of Payments: Cheques were confirmed for:

	Amount (£)	Payee	Service
1	1264.90	C R Potter	Work on Website for Transparency Code compliance. Funded by Government grant.
2	25.96	C R Potter	Ring binder, sleeves & dividers for Planning Manual
3	315.62	Maldon District Council	VAT on invoices GRE083760 12 & 45 (grass cutting) omitted in error
4	17.35	E-On	Bus shelter & phone box lighting – energy charge 1 Jan – 31 Mar 2017
5	569.85	Essex Association of Local Councils	Affiliation Fees for Essex and National Associations 2017/18
6	528.00	C R Potter	Salary/allowance £444.00 Broadband 27 Mar – 26 Jun £84.00

Cheques 1 and 2 paid in 2016/17 Financial Year

051.17 AMENITIES

Report of the Chairman of the Committee: Cllr C L Atkinson reported on Amenities. The Den is safe at present and the Chairman of the Council is following up some new barrier posts on Bull Green. The Clerk advised that the playground inspections will take place in mid-April. The report was received and adopted.

Football Club: The Clerk has heard from the Football Club about the lease for renting the ground on which the hut stands at the Jubilee Recreation Ground and has suggested that the draft is re-written as the original draft was based on an inappropriate format.

Damage at Pond: The Clerk had found no further information about the vehicle owner who damaged the bank to the pond at Totham North.

Dog Bins: The Clerk has requested dog waste bins from the District Council to be located in the places identified; and a replacement litter bin at Totham Hill Recreation Ground.

Clean-Up Day: Cllr Mrs A V Heaviside reported on the Clean-Up Day when 13 people collected ten bags of rubbish. An item will be included in the Parish Magazine. A knife was found in the children's play area.

Playdale: There has been no further communication from Playdale.

052.17 HIGHWAYS AND TRANSPORTATION

Rangers Scheme: It was noted that speed limit signs at Colchester and Hall roads still require attention as they are displaced.

Road Name sign: Cllr J V Keyes will report the Colchester road name sign opposite Beckingham Road needs refurbishment.

053.17 COMMUNITY POLICING, SAFETY AND REGULATION

Speedwatch Update: Cllr C L Atkinson reported that approval has been given to check speeds at Walden House and Prince of Wales Roads. Two cars were recently recorded travelling at over 50mph. Cllr Atkinson will ask if the two speed indicators can be changed to show speed. More volunteers are needed to operate the scheme. Cllr J V Keyes suggested operating at Totham North.

Maldon District Council Enforcement Services: It was decided that a small working group would identify areas where enforcement action may be appropriate such problems with dog fouling, litter and parking

054.17 ANY URGENT BUSINESS AND FUTURE AGENDA ITEMS

There was no urgent business.

The meeting closed at 8.52 pm.