

TOLLESHUNT MAJOR PARISH COUNCIL

MINUTES OF THE ORDINARY REMOTE MEETING OF THE ABOVE COUNCIL HELD ON 1.9.2020

PRESENT: CHAIR – COUNCILLOR T PAYNE
VICE CHAIR – COUNCILLOR T DEER
COUNCILLORS M COSTER, K NEATH AND A TAYLOR
COUNCILLOR M THOMPSON (WARD MEMBER)
V BANYARD (PARISH CLERK)
There were no members of the public in attendance.

Prior to the commencement of the meeting- Public session.

To allow members of the public to ask or answer questions or give evidence or information on matters relevant to the business of the Council.

No issues were raised.

4283.20 To receive apologies for absence and Declarations of Interest in the Meeting's agenda items

Apologies for absence were received from Councillor N Wood.

There were no Declarations of Interest.

4284.20 To approve the Minutes of the Ordinary remote Meeting held on 21.7.2020.

It was **RESOLVED** to approve the above Minutes. (There was no meeting in August.)

4285.20 To receive information on items included in the above Minutes.

No issues were raised.

4286.20 Planning

- a) To receive any planning decisions from Maldon District Council – none were received.
- b) Latest planning applications – to comment on any planning applications which may be received before the date of the meeting – none were received.
- c) Update on the application for a Goods Vehicle Operator's Licence at Wicks Manor Witham Road Tolleshunt Major – Stigs Grab Services Ltd.

It was noted that a number of residents had made representations to the Traffic Commissioner and if an enquiry is held they will be able to make their comments known. The Parish Council will approach Maldon District Council to find out which department will be dealing with this matter.

- d) To consider any response received from Maldon District Council concerning enforcement issues. Penny Lodge – Maldon District Council is looking into the breach of planning conditions at this site.
- e) To consider any other planning issues.

No issues were raised.

4287.20 Finance

- a) The financial report and bank reconciliation for September were received.
- b) It was **RESOLVED** to authorise the following expenditure:

1.	£ 206.00	Miss V Banyard	Clerk's salary and allowance Aug
2.	£ 47.00	HMRC	Clerk's tax Aug
3.	£ 206.00	Miss V Banyard	Clerk's salary and allowance Sept
4.	£ 47.00	HMRC	Clerk's tax Sept
5.	£ 15.30	Miss V Banyard	Clerk's expenses Aug and Sept – internet, postage (12 x 2 nd)
6.	£ 82.08	Maldon District Council	Trucam . April – June 2020

- c) Update on invoicing by Maldon District Council for playing field maintenance. The clerk has spoken to the officer concerned but little progress is being made in clarifying the charges made. Councillor Mr Payne and Mr Deer will contact the officer to see if the issue can be resolved.

d) Zoom upgrade.

It appears that remote meetings will need to be held for some time due to Covid restrictions. It was therefore **RESOLVED** to purchase an upgrade (cost £144 per annum) to allow meetings to be held continuously rather than with breaks. Once face to face meetings resume Zoom could be used for those who are unable to attend. Councillor Mr Deer will investigate methods of payment and cancellation conditions and report back to the next meeting.

4288.20 To review the Parish Council's Standing Orders

It was **RESOLVED** to adopt the draft Standing Orders as presented with some minor amendments. These will now be put on the Parish Council website.

4289.20 To receive the up to date Parish Council Assets Register.

The Assets Register was approved with some minor amendments (location of filing cabinet, removal of cradle swings.)

4290.20 To consider any future training needs and courses for the clerk and/or Councillors.

The clerk will send out details of training courses as and when received from the EALC.

4291.20 To receive a report on matters concerning the Covid-19 pandemic

No issues were raised.

4292.20 To consider any issues concerning the playing field and play area – including:

- a) Play area: update on repair work to equipment following the recent inspection, and the re-opening of the play area now that government restrictions have been lifted.
Some repair work has been carried out and signs prohibiting kite flying on the field have been purchased. Councillors Mr Payne and Mr Deer will further inspect the climbing gate and decide whether one beam should be removed. It is hoped to get the swings up again, and Councillor Mr Deer will obtain quotes for rust removal and painting of some equipment. Once this is done the play area can be reopened.
- b) Progress report on the application for grant funding – new equipment for the play area and field.
Councillor Mr Coster reported that he is awaiting a new quote from Universal Services, and once this is obtained the application for a grant can be made.
- c) The resurfacing of the car park – update. This will be dealt with once a quote has been received from Councillor Mr Frost.
- d) Any other issues concerning the playing field.
No issues were raised.

4293.20 To consider any Highways issues

- a) Issues concerning parking outside Beckingham Business Park – any updates. It was **RESOLVED** to remove this from future agendas.
- b) Trucam reports. July 2020 – 2 x half hour patrols – 6 captures.
Community Speedwatch. It was reported that a pilot scheme for some villages is now running, and it is hoped that Tolleshunt Major can be included in the next stage.
- c) Local Highways Panel Scheme. Application for a walkable verge from the playing field car park to St Nicholas Hall – any updates. Nothing further has been heard – Councillor Mrs Thompson will ask for an update.
- d) Any other issues concerning Highways or public rights of way.
No issues were raised.

4294.20 To consider arrangements for the review of the Parish Council's staffing policy.

It was **RESOLVED** to approve the Staffing Policies as presented.

4295.20 To note any other issues which may be raised.

It was noted that Essex County Council had tried to deliver a winter salt supply to the parish but this had not been asked for.

4296.20 To set the date and frequency of future meetings.

It was **RESOLVED** to hold the next remote meeting on 6.10.2020.

4297.20 To consider other items for information or for inclusion on future agendas

Councillor Mrs Thompson was asked to find out when the application for the extension of Beckingham Business Park will come before the North West Planning Committee.

As there was no further business the meeting was closed at 8.44 pm.

The above Minutes were approved by the Council at the Remote Meeting held on 6.10.2020 and were recorded as Minute Reference 4284/20