

TOLLESHUNT KNIGHTS PARISH COUNCIL
Minutes of the Ordinary Remote Meeting held on Monday 20th July 2020

PRESENT:

Chair – Councillor D Tungatt
Vice Chair – Councillor M Porter
Councillors G Cook, J Dennis, R Long and M Thompson.
The parish clerk V Banyard
No members of the public were in attendance.

To receive questions/enquiries from members of the public, to receive an answer at an appropriate time in the agenda.

No issues were raised.

3009/01 To receive apologies for absence, other announcements and Declarations of Interest from Members on any of the agenda items set out below.

No apologies for absence were received.

There were no Declarations of Interest.

3010/01 To approve the Minutes of the Meeting held on 15.6.2020

It was **RESOLVED** to approve the above Minutes.

3011/01 To receive any items of information contained in the above Minutes.

No issues were raised.

3012/01 Planning.

a. Decisions by Maldon District Council.

The following were noted:

20/00403/FUL Hallfield Gate Barnhall Road Tolleshunt Knights	Demolition of the existing house and erection of a new house	Approved
20/00359/FUL Land south of Grove Hall Blind Lane Tolleshunt Knights	Erection of two agricultural buildings and an area of hard standing	Approved

b. New planning applications:

There were no new applications to consider.

c. Updates on planning enforcement issues.

The Council is still awaiting a response from Maldon District Council on the breach of planning conditions at Meadow Nursery Park Lane. It appears that the original dwelling on the site which by now should have been demolished is in fact rented out for residential use.

3013/01 Correspondence received and reports by the Clerk.

a. St Lukes PCC has thanked the Council for its donation of £200 for the cemetery upkeep. The money will go towards repairs to the entrance gates.

b. A number of complaints have been received about regular bonfires and anti-social behaviour at a site in Top Road. This will be reported to Maldon District Council and residents will be advised to keep a log of any bonfire activity. It also appears that a caravan at this site is being used for residential purposes but without planning permission. This will be reported.

3014/01 Highways issues

- a. Trucam patrols made 33 captures in June.
- b. The patrols will carry out surveys at the layby close to the junction of Strawberry Lane with Tolleshunt D'Arcy Road to see if this can be adopted as an official site. This is due to the considerable concern about the speed of vehicles passing over the Brook Road mini roundabout in both directions.

3015/01 Public rights of way report.

It was noted that a large tree has fallen across the footpath which leads from the Brook Road mini roundabout towards Park Lane. It is expected that the landowner will clear this after harvest.

3016/01 Road Safety report.

No issues were raised.

3017/01 Press Officer's report.

No issues were raised.

3018/01 Report of the Village Hall Management Committee representative.

There was nothing to report as no meetings have been held since lockdown.

3019/01 To receive the financial statement and to authorise accounts for payment.

- a. The financial statements were approved.
- b. It was **RESOLVED** to authorise the following payments:

V Banyard	Clerk's salary and expenses July	£ 217.48
HMRC	Clerk's tax July	£ 52.69
Maldon District Council	Trucam patrols April - June	£ 164.16

- c. Councillor Mark Durham (Essex County Council) has advised that funds are available to local Parish Councils to carry out small schemes. It was **RESOLVED** to apply for the sum of £500 to carry out repairs to the play area fence.

3020/01 To consider and approve the audit documents for the accounting year ending 31.3.2020

- a. Certificate of Exemption. It was **RESOLVED** to approve this document.
- b. Annual Governance Statement. It was **RESOLVED** to approve this document.
- c. Annual Accounting Statement. It was **RESOLVED** to approve this document.
- d. To receive the Internal Auditor's report. The report was noted and it was agreed that the following actions should be taken:
The Parish Council will put aside reserves of £2,000 for tree work in the playing field.
Reserves will also be put aside for repair work to the Village Hall driveway.
The Standing Orders and Risk Assessment policy will be reviewed.

3021.01 To consider any issues concerning the playing field, Village Hall car park, CCTV.

- a. It has proved difficult to obtain three quotes for the work to repair the Village Hall driveway. It was therefore decided to go ahead with the quote from E King and Son and to find out when the work could be carried out, hopefully during the school holidays when it would be easier to close the driveway for a few days. It would be necessary to advise the public of any closure and also any football clubs who are authorized to use the field.
- b. The police will be advised that there is evidence of substance misuse in the corner of the Village Hall car park.

- c. There has recently been some difficulty with unauthorised football clubs using the playing field for football practice. Only clubs who have signed a playing field hire agreement, have paid the appropriate fee and have their own insurance cover should using the field. To date this is Torquespeed FC, TK Eagles Seniors FC and Tiptree Heath FC (the latter have an agreement to use the field from September 2020 to May 2021.)
- d. Following recent works and a new Risk Assessment document, the play area has now been re-opened following the lifting of government restrictions due to Covid 19. It was noted that unfortunately some members of the public did not follow the restrictions shown on the new signage in the play area, and that some signs have been vandalised.
- e. It was **RESOLVED** to purchase an additional three CCTV cameras to cover each end of the car park and down the playing field.

3022/01 To consider other items of information for inclusion on a future agenda.

The clerk's salary will be reviewed at the Council's next meeting.

3023/01 It was **RESOLVED** to set the date for the next remote meeting of the Parish Council on Monday 17th August 2020.

As there was no further business the meeting was closed at 9.18 pm.