

# Minutes of the Parish Council Meeting held in the pavilion on 7<sup>th</sup> November 2019

## Present:

Cllr K Hornett (Chairman), Cllr R Collins, Cllr L Kane, Cllr I Armstrong, Clerk

## In Attendance:

District Cllr R Siddall, 2 members of the public

## 19/13 Apologies for Absence

Apologies were received and accepted from Cllr C Knapman.

## 19/14 Minutes of the Parish Council Meeting

Held on 5<sup>th</sup> September confirmed and signed as a correct record by the Chairman.

## 19/15 Declarations of Interest

None.

## 19/16 Maldon District Councillor Update

The following items were raised:

- Personal introduction.
- Planning matters.
- Planning enforcement to ensure members of the public follow conditions of planning.
- Protecting the village envelope and preventing speculative development.
- Heybridge Garden Village – ensures 5-year land supply in Maldon District is met.
- 3-4,000 homes being built in Maldon District.
- Local Plan adopted 18 months ago.
- Infrastructure first, houses after.
- Will be taking an active role in representing area.
- Maldon District Council strategic change – idea to keep Council Tax down. Cllr Siddall is on the scrutiny committee.
- Yacht Club – against removal of it.
- Improvement of local junctions.

## 19/17 Public Participation Session

The following items were raised:

- Concrete blocks on verges.
- Traffic calming measures in village.

## 19/18 Local Highways Panel (LHP) Application

**IT WAS RESOLVED THAT** the Parish Council supports and submits an LHP application for a change in road speed on the B1022 between Great Totham North and Tiptree.

## 19/19 Adoption of Policies

**19.1 IT WAS RESOLVED THAT** the Parish Council adopts the Standing Orders circulated by the Clerk.

**19.2 IT WAS RESOLVED THAT** the Parish Council adopts the Financial Regulations circulated by the Clerk.

**19.3 IT WAS RESOLVED THAT** the Parish Council adopts the Equal Opportunities statement circulated by the Clerk.

**19.4 IT WAS RESOLVED THAT** the Parish Council adopts the Grievance and Disciplinary Policy circulated by the Clerk.

## 19/20 Appointment of New Clerk/RFO

**20.1** The employment of Sarah Gaeta as Parish Clerk/Responsible Financial Officer with effect from the 2<sup>nd</sup> September 2019 was confirmed and noted.

**20.2** The contract of employment was agreed and signed.

## 19/21 Bank Signatories

**IT WAS RESOLVED THAT** all Parish Councillors will be appointed as bank signatories.

## 19/22 Planning

**22.1** 19/01053/HOUSE – Extension and remodel of existing dwelling at Stavelark, Maldon Road, Tiptree. NO OBJECTION.

## 19/23 Dog waste bag dispensers

The Parish Council decided not to supply dog waste bag dispensers in the village, but to install signs reminding members of the public of the penalty for not clearing dog waste.

## 19/24 A12 East Community Forum

Cllr Kane provided feedback from the A12 East Community Forum held on 10<sup>th</sup> October. There are public consultation events throughout November, but information is also available at local libraries.

## 19/25 Rural Community Council of Essex (RCCE) Membership

**IT WAS RESOLVED THAT** the Parish Council renews the RCCE membership for the year.

## 19/26 Remembrance Sunday

Cllr Hornett will attend the service and lay a cross on behalf of the Parish Council. Potential arrangements for next year were discussed, but will be confirmed nearer the time.

## 19/27 Accounts for Payment

**27.1 IT WAS RESOLVED THAT** the September/October accounts for payment be approved as follows:

Staff costs	£412.60
HMRC	£81.40
RCCE	£52.80
G Bendall	£110.00
Autela Payroll Services	£47.08
Hatfield Peverel Parish Council	£20.00
Royal British Legion	£25.00
Office expenses	£107.42

**27.2** Payment of £81.40 to HMRC outside of a meeting due to the deadline was noted.

**27.3** Payment of £75.00 from the Chairman's Allowance following the last meeting was noted.

## 19/28 General Announcements

The Clerk informed the meeting that she would be attending the Maldon District Clerks' Forum on 12<sup>th</sup> November.

Cllr Hornett reported that the recent fete and quiz raised over £11,000 to be split between All Saints Church, St Nicholas Church and community projects. He also reported the forthcoming A120 Parliamentary Reception that he would be attending on behalf of the Parish Council.

Cllr Kane asked if Highways Devolution would be happening soon.

Cllr Armstrong informed the meeting of the pop-up pub happening on 8<sup>th</sup> November and that there is now a community milkman in the village visiting regularly.

District Cllr Siddall reported on the Maldon District Survey being carried out at the moment.

## 19/29 Date of Next Meeting

Thursday 9<sup>th</sup> January 2020.

8pm in the Pavilion.