**Minutes of Theydon Mount Parish Council OGM held on 9th October 2023 at**

**7:00 pm at Mount Farm conference venue, Tawney Common, CM16 7PX.**

1. **Apologies – None**
2. **Present:**

**Peter Connell– Chair (PC), Keith Farrow (KP), Heather Brady (HB), Hilliard Brewitt (HTB), Patrick Bamford (PB), Martin Hudson (MH) & Rod Angood (RA)**

1. **Declarations of Interest - None**
2. **Minutes of the last OGM –** PC reviewed the minutes of the last OGM including the actions arising from that meeting. The minutes were ratified.

**Action- RA to post to Notice Board and web site.**

1. **Actions From Last OGM**

**Most actions arising had been accomplished. Outstanding Items were:**

**Essex Highways response to 2nd TMPC communique via Cllr McIvor– status unknown.**

 **Action – HTB to follow up with Cllr McIvor**

**Water leaks in Parish – PC reported on his letter from Alex Burghart following his further progress queries.**

 **Action – TMPC to continue to pressure for full resolution.**

**Planning Hornes Farm – TMPC awaits the outcome of the EFDC site visit (date not known) and the consequent decision - ongoing.**

**Planning Abridge Golf Club – TMPC awaits information regarding the, as yet, unsubmitted S106.**

 **Action – RA to contact Theresa Parker for news about the S106**

 **Gateway Signs – RA reported that the application pack was ready for submission to Essex Highways pending the arrival of Cllr McIvor’s letter of support – status ongoing.**

**POST MEETING UPDATES:**

* **Minutes of last OGM posted to notice board and web site.**
* **Abridge Golf Club - S106 – RA contacted Theresa Parker – still no S106**
* **Gateway Signs Application - this was posted on 16/10/2023**
1. **Business**

**4.1 Finger posts, Gateway Signs and footpath signposts**

**4.1.2 Gateway Signs – Progress Update – RA explained the contents of the application pack for gateway Signs and Bulb planting that would go to Essex Highways once Cllr McIvor’s letter of support had been received. He noted that 2 x extra Gateway Signs locations had been included in the application to cover Tawney Common and Banks Lane between Gaynes Park and High Warren.**

**Action RA to submit on receipt of Cllr McIvor letter .**

**PMN – RA has submitted the applications (16/10/2023)**

**Certified installer has been identified – quote/estimate to be obtained.**

 **Action - HTB to update TMPC at its next OGM.**

**Finger Posts – HTB reported that all 4 posts were now in place. HTB was commended for his efforts.**

**Discussion then centred on whether assets such as the Finger Posts and Gateway signs needed to be detailed in our insurance policy.**

 **Action – RA to contact Insurance Co and discuss.**

 **PMN – RA contacted Insurance company - our Gateway Signs and Finger Posts are covered under the Street Furniture clause in our insurance.**

**4.2 Local Highways**

**4.2.1 Traffic Calming Initiatives – RA informed TMPC that additional submissions would be required to enhance our traffic calming initiatives. These were:**

* **A separate case would need to be made to Local Highways Panel (LHP) for them to approve additional road signs throughout the parish (Horses, Deer, Bends, Caution Notices etc). RA advocated that such a case would be best informed by a TMPC audit of all such needs to evidence the case to LHP.**
* **Any case for the refurbishment/re-painting of white lines on the parish roads would need to go to Essex Highways by submitting evidence through their “Tell Us” portal. Again, an audit would doubtless be necessary.**
* **PC sought opinion from TMPC as to how best to collect, collate and manage all incidences of RTA’s within the parish for evidential purposes.**

 **Action – KF agreed to manage this task and urged all members to send any evidence and pictures to him.**

 **PMN - two accidents at the Banks Lane/Mount Road junction have occurred since the last OGM - all details forwarded to KF.**

 **RA sent a message to Cllr McIvor encouraging him to elevate the problem represented by these two latest accidents to appropriate decision forums.**

**7.**. **Finance**

* **Approval of any invoices/payments due** – PB Prepared several cheques for countersignature and reported that one or two payments were still to be concluded. He agreed to expedite these outstanding payments.
* **Budget Update** – PB reported a favourable budget position. Cash in Bank was good and included certain future commitments that were known about.
1. **Training**
* Discussion explored the options for improved communications amongst TMPC councillors, our parish residents and the wider public and what the skills development consequences of those options would be.
* Sufficient representation from council members argued that adding more individual TMPC specific email accounts for everyone was not acceptable.
* RA pointed out that it was not viable to give all councillors access to the parish council email box (theydonmountparishcouncil@gmail.com) for a variety of reasons.
* Not all councillors were adequately apprised of how to get to the parish council web site and what information was presented there. In any case RA pointed out that this was a publicly accessible web site and not suitable for inter-councillor communications.
* In addition, there was an ongoing need for TMPC to communicate with parishioners - which was not a clear cut agenda given that some of those parishioners were either not digital communications or internet savvy and/or interested.
* In the interests of finding appropriate ways forward, PC informed TMPC that he had commissioned a report on the split between email and surface mail preference parishioners to clarify how best – and most efficiently - to communicate with all in the parish.

**Action - RA agreed to set out the challenges and possible ways forward with regard to inter-counsellor communications as well as accepting that he would monitor the current theydonmountparishcouncil@gmail mailbox and distribute to appropriate councillors those messages that warranted further attention.**

1. **District/County Councillor Report**
2. **Correspondence**

**RA** informed TMPC of the latest “In” messages to the parish mailbox.

* Cllr McIvor had sought to establish whether TMPC had any desire to take up an offer of free trees to plant. RA agreed to send this enquiry to PC for consideration.

**PMN - RA sent a message to Cllr McIvor asking for 10 trees.**

* Essex & Herts Air Ambulance service had written to TMPC to seek a financial contribution. TMPC determined that no further action was appropriate.
1. **Planning**
	1. TMPC agreed that all previous Planning Notice concerns had been resolved or were considered dormant until further development was evident.
	2. New Planning Challenges

Garden Cottage PC updated TMPC on the pre application visit to GardenCottage. TMPC resolved to hold all further consideration until a Planning Application had been made.

1. **Clerk Matters and Questions**
* Rural England Prosperity Fund – RA briefed TMPC on the background to, and opportunities offered by, this fund. TMPC agreed to his proposal to submit the application he had formulated to refurbish the telephone box.
* PMN – RA has forwarded the bid for telephone box refurbishment to EFDC
* Summer Projects
1. Road Signs clean and repair?
2. Road Lines and Road Signs audit for subsequent submission to Local Highways Panel and Essex Highways?
3. Any Other suggestions
* HB asked RA whether his earlier query about a Bonfire Night social event had progressed. RA replied that his idea had not moved forward but wondered whether the traditional opportunity and location were possible.

**Action - HB to enquire whether DC would be prepared to hold such an event again**.

1. **DONM** – the next OGM was scheduled for 18 December 2023. New dates for 2024 would need to be established at that time

**Signed Peter Connell (Chair) Dated**