

MAYLAND PARISH COUNCIL

Minutes of the Annual Parish Council Meeting

Held at the HENRY SAMUEL HALL on
TUESDAY 11th May 2010 at 7.30pm

Present

Councillor Robinson (Chairman)	Councillor Houghton
Councillor Spires	Councillor Hawkes
Councillor Oatham	Councillor Evans
Councillor Lund	Councillor White
Mrs J Rackham (Parish Clerk)	

D.Cllr Mrs Penny Channer

1. Election of Chairman

Cllr Hawkes proposed Cllr Robinson as Chairman of Mayland Parish Council, Cllr White seconded the proposal, all in favour. Cllr Robinson accepted the position of Chairman.

2. Election of Vice Chairman

Cllr Robinson proposed Cllr Oatham as Vice Chairman of Mayland Parish Council, Cllr Hawkes seconded the proposal, all in favour. Cllr Oatham accepted the position of Vice Chairman.

3. Appointment of Committees & Representatives.

Councillor Robinson proposed to discharge the powers to the following committees and representatives. Cllr Evans seconded the proposal. All in favour.

Lawling Playing Field & Bakersfield.

Cllr Spires, Cllr Lund, Cllr Massenhove, Cllr Oatham and Cllr Evans

Finance Committee.

Cllr Spires, Cllr Lund, Cllr Massenhove and Cllr Hawkes.

Personnel Committee

Cllr Robinson, Cllr Massenhove and Cllr White.

Representatives.

Emergency Officer. Cllr Evans

Police Liaison Officer: Cllr Massenhove.

School Governor: Cllr Spires

Transport. Mr Duncan will represent the Parish on transport issues.

Dengie Hundred. Cllr Houghton.

Henry Samuel Hall. Cllr Spires,

Highways Panel. Cllr Spires. It was noted that Cllr Spires is our candidate for election to the panel. The final decision is made by other Parishes in our group.

Henry Guilders Trust. Cllr Hawkes.

4. Apologies for Absence

None

5. Code of Conduct Declaring an Interest.

Cllr Hawkes item 8 Lawling Park and item 14 Finance, donation request St. Barnabas. Cllr White item 13 Village Environment, Sea wall.

6. Minutes of the meeting held on Tuesday 13th April 2010

Cllr Spire proposed accepting the minutes from the meeting held on 13th April 2010, Cllr Hawkes seconded the proposal, all in favour. The minutes were signed and dated as a true record.

7. Public Discussion Session.

The Chairman closed the meeting to allow the press and public to address the council at 7.48pm. D.Cllr Mrs Channer updated the council on Maldon District Council matters including budget, cuts from central government. MDC hold their Statutory General Meeting this week. The Chairman reconvened the meeting at 7.52pm

8. Lawling Park.

Each Cllr has received a copy of the minutes from the April LPC meeting.

Youth Worker. The request to use the Lawling Park Hall free of charge was discussed. It was noted that until the extension phase 1 is completed the request is denied. However, once the work is finished it was agreed that a trial period of 4 weeks would be offered to the youth service at a cost of £6 per hour + a deposit of £200.00 The youth service would be responsible for cleaning and repairing any damage caused. **Clerk** to advise.

LPH Update. Cllr Spire reported on the cost of the grilles to cover the windows. It was agreed that a sample of the wire would be requested from our contractor. It would be useful to know the gauge of the wire too.

Cllr White left the meeting at 8.20

The moving of the electrical supply cabinet was also discussed. Cllr Lund proposed accepting the quote for £1250. Cllr Spire seconded the proposal. A vote was taken, 6 yes 1 against, motion carried. A breakdown of the quote will be requested. It was noted that the work to finalise the moving of the cabinet would be carried out by EDF the only company allowed by E.on to carry out the work. Cllr Spire advised the cost of this work is £1006 + vat. All agreed that moving the cabinet was necessary.

9.Planning.

Consideration of applications for the council to make comment to the Planning Authority.

FUL/MAL/10/00253. Variation of condition 5 imposed upon planning permission FUL/MAL/07/00877 relating to hours of operation. Joyce's Farm Southminster Road Mayland Essex
Support

ADV/MAL/10/00237. Consent to display advertisement for one stack sign and two flagpole signs. Land Off Teal Avenue, Mayland.
5 no objections 2 objections too tall/over high.

Planning Decisions made by the Planning Authority.

HOUSE/MAL/10/00127.Two storey side extension and replacement of boarded cladding with tile hanging. Nipsells Chase Mayland Essex CM3 6EJ
Approved.

ADV/MAL/10/00148.Two amenity advertisement boards in V formation
Mayflower Nursery Mill Road Mayland Essex.
Approved

ECC/MAL/10/00259. Erection of purpose built modular unit to provide a 26 place nursery unit and after school club with associated parking, hard and soft landscaping.
Mayland Primary School Katonia Avenue Mayland Essex
No Objection

10. Parish Assembly.

The following issues were raised by residents. Speeding in The Drive/Imperial junction. Advise Highways again of this problem.

Neighbourhood speed watch. Speak to Highways to try and formulate a scheme.

Improved lighting in car park **add to LPC agenda.**

Baby seat for swing in Bakersfield. Cannot mix baby seats with flat seats in the same swing bay. May be possible to arrange a single seat for babies. **Add to LPC agenda.**

CCTV for Bakersfield. **Add to LPC agenda.** Moving the picnic bench. **Add to LPC agenda.**

Litter bin at Katonia car park gates. MDC agreed to supply a bin as it is not on Parish property.

Grass cutting at churchyard. We do not control the churchyard or have any authority over who places items on graves. This is a church matter. It was noted that if the churchyard was closed (full up) we have the power as to maintenance Local Government Act 1972, s.215

11. Highways.

Cllrs reported the platform in The Drive has covered the yellow lines outside the surgery and cars are being parked on the platforms. **Clerk** to action.

Gateways to village on Steeple Road. No complaints have been made about the gateway. Checking our records it was the design chosen by this council.

The pot holes in The Drive have been reported to Highways.

Highway Panels. Cllr Spires has been nominated by this council to sit on this panel.

12. Parks & Open Spaces.

The nests for the lizards and slow worms have been erected in the undergrowth at the Mayland Nature Reserve. The creatures will be moved to this site in June. The meadow and pathways have been cut by our contractor.

13. Village Environment

Lighting, Nothing to report.

Vandalism. It was noted that a PCSO found the stolen chain and seat from the balance swing. The small portacabin was broken into. A temporary repair has been carried out. A press release was given by the Clerk with comments from Cllr Spires.

Sea Wall. It was reported that the Environment Agency has erected danger signs where the footpath has gone. The SMP consultation is ongoing.

14. Finance & Risk Assessment.

All payments and receipts received and accepted by the finance committee are listed below.

Payments.

26 Apr 10	Tfr	Barclays Bank	Tfr from Tracker 1	20000.00
11 May 10		M S J Garwood	Ground maintenance	1445.26
11 May 10		M S J Garwood	Mayland Nature Reserve	58.75
11 May 10		M S J Garwood	#Top Dressing Bakersfield.	1949.74
11 May 10		Se-al	Temp repair portacabin	20.00
11 May 10		Mayland Tennis Club	Purchase of nets	75.00
11 May 10		A & J Lighting Solutions	TC lighting maintenance	36.27
11 May 10		A & J Lighting Solutions	Street Lighting maintenance	41.20
11 May 10		Mrs Coker	Refund LPH booking Fee	48.00
11 May 10		Mrs Coker	Refund LPH Deposit	50.00
11 May 10		BTCV	Annual membership	35.00
11 May 10		Mrs J Rackham	Petty Cash	100.00
11 May 10		Rigby Taylor Paints Ltd	Gravitex paint.	204.99
25 May 10		Mr D Hawkes	Salary May	297.16
25 May 10		Mrs C Serjeant	Salary May	121.21

			4
25 May 10	Mr T Blowers	Salary May	117.58
25 May 10	Mrs J Rackham	Salary May	958.83

Receipts and Petty Cash.

26 Apr 10	Tfr	Barclays Bank	Tfr from Tracker 1	20000.00
30 Apr 10	DC	Maldon District Council	Precept 1/2	39115.00
19 Apr 10	Chq	Mayland Bowls Club	Apr fees	120.00

Petty Cash

19 Apr 10		The Post Office	Stamps and Special Delivery	28.30
-----------	--	-----------------	-----------------------------	-------

Donation request from St. Barnabas Pre-School. Following a discussion it was agreed that we could not donate money to a business. **Clerk** to advise.

Donation request from St. Barnabas Church. It was suggested that we had a duty to provide help to the church. This is not correct. The church comes under the diocese of Chelmsford and does not form part of this council's obligations. Following a discussion it was agreed to donate £350 towards the grass cutting of the churchyard under S137 payments. **Clerk** to action.

Risk Assessment

All items listed on the RA were discussed it was noted that we do not currently have our office equipment PAT tested. This will be rectified. We added the Lawling Park Hall to the recreation field section regarding hirers have their own insurance. Following these minor alterations Cllr Robinson proposed accepting the RA document, Cllr Hawkes seconded the proposal all in favour.

Accounts for 2009 Cllr Hawkes proposed accepting the accounts, Cllr Evans seconded the proposal, all in favour. The Chairman and the Clerk (RFO) signed off the accounts including the audit form & Annual governance statement.

Insurance document. Changes to the document were discussed. It was agreed to add the large portacabin with a revised value of £5,000, keep the small portacabin on the policy, add officials indemnity, libel and slander. Add TC hut at a value of £5,000 Remove two stolen brush cutters and add the new brush cutter. Cllr Spires proposed accepting the changes, Cllr Houghton seconded the proposal, all in favour **Clerk** to action.

Financial Regulations. Following a discussion Cllr Robinson proposed raising the limit of expenditure under 3.4 of the current regulations. A vote was taken 6 yes 1 no. Motion carried.

Standing Orders. It was recommended that item 31's information be removed and replaced with: Any allegation against a councillor under the code of conduct. should be referred to the monitoring officer at Maldon District Council. Following this minor alteration Cllr Oatham proposed the Standing Orders, Cllr Robinson seconded the proposal, all in favour, motion carried.

17.Items for Agenda

Youth Worker. Village Agent.

Next meeting of the Parish Council. 8th June 2010.

The Chairman closed the meeting at 10.09pm