

# **MAYLAND PARISH COUNCIL**

## **Minutes of the Annual Parish Council Meeting**

**Held at the LAWLING PARK HALL on  
TUESDAY the 10<sup>th</sup> May 2011 at 7.35pm**

### **Present**

Councillor Robinson Chairman	Councillor Spires
Councillor Hawkes	Councillor Oatham
Councillor Evans	Councillor Lund
Councillor Massenhove	Mrs Rackham (Clerk)

Mr A Duncan Transport Representative.

**All Councillors signed the Declaration of Acceptance of Office and completed a register of interests**

#### **1. Election of Chairman**

Cllr Hawkes proposed Cllr Robinson as Chairman of Mayland Parish Council, Cllr Oatham seconded the proposal, all in favour. Cllr Robinson accepted the position of Chairman and signed a copy of the Declaration of Acceptance of Office as 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 Lund 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 Evans.

##### **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 Spires.

**Henry Samuel Hall.** Cllr Hawkes,

**Henry Guilders Trust.** Cllr Hawkes.

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

#### **4. Apologies for Absence**

None.

#### **5. Code of Conduct Declaring an Interest.**

Cllr Hawkes declared an interest in number 8.

## **6. Minutes of the meeting held on Tuesday 12<sup>th</sup> April 2011 and the planning meeting held on Wednesday 27<sup>th</sup> April 2011**

Cllr Evans proposed accepting the minutes from Tuesday 12<sup>th</sup> April 2011, Cllr Hawkes seconded the proposal. The minutes were signed and dated as a true record, all in favour.

Cllr Oatham proposed accepting the minutes from Wednesday 27<sup>th</sup> April 2011, Cllr Evans seconded the proposal. The minutes were signed and dated as a true record, all in favour.

## **7. Public Discussion Session.**

The Chairman closed the meeting at 7.55pm to allow the press and public to address the council.

The transport representative requested that the council considers the documents regarding the tender for new transport contracts. The council can then formulate their views which can then be expressed at future meetings concerning this matter. The documents were given to the Chairman to read and circulate. **Add to June agenda.**

## **8. Lawling Park.**

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

LPH Extension report. The Clerk as requested wrote to the contractor offering a payment of £5,000 for the flooring. The response from the contractor was read by the Chairman. Their response was a refusal to accept this council's offer. This response was discussed at length. Cllr Lund proposed disputing £6,000, Cllr Massenhove seconded the proposal

Cllr Hawkes proposed a further offer of £1500 to cover the cost of the ply. No support was given to this proposal, proposal failed.

A vote was taken for Cllr Lund's proposal, 6 yes 1 abstained. Motion carried. **Clerk** to write to contractor. It was noted that all other outstanding payments would be paid in full and on time.

It was reported at the last parish council meeting that the plumber has used different taps than listed in our specification. The response from the contractor was discussed. Cllr Robinson proposed that while we are unhappy with the changes to the specification by the contractor to the taps we will accept the taps on condition this does not result in extra expenditure and is live tested to our satisfaction. Cllr Massenhove seconded the proposal, all in favour. **Clerk** to write to contractor.

It was reported that the skate park trap door on the side of the ramp needed urgent repair. **Clerk** to contact welding companies as soon as possible.

It was also reported that the Clerk employed under Emergency Powers a security guard for three nights to allow the contractor to complete the concreting of the disabled ramp without further damage.

All agreed to moving item 13 forward as Cllr Massenhove needed to leave the meeting. Item 13 will be reported in its original place on the agenda.

## **9. Planning.**

Nothing received.

## 10. Highways.

Cllrs reported that the land between the school and our car park in Katonia Avenue is overgrown.

Grass verges at the junction of Wembley Avenue and The Drive are overgrown. It was noted that they are not included in our cutting of verges.

Platforms in The Drive. Noise and Vibration Study. Highways have been in contact with each owner affected by the platforms and will be letting them know the date of the studies as soon as possible. They will be surveying at five sites both in front and behind the properties. They will also survey the noise level of the traffic.

## 11. Parks & Open Spaces.

Nothing to report.

## 12. Village Environment

Lighting, Vandalism & Sea Wall.

Councillors report that the repairs to the sea wall are excellent. It was also reported that a ramp in Esplanade West has been erected over the sea wall. **Clerk** to check with Environment Agency.

ECC. Case 679 Footpath claim from West Avenue to Imperial Avenue. The PC did not make this application. Following a discussion Cllr Spires proposed the council supports this application; Cllr Evans seconded the proposal, all in favour. **Clerk** to action.

## 13. Finance & Risk Assessment.

All payments and receipts will be presented to the council.

Cllr Hawkes proposed accepting the payments; Cllr Lund seconded the proposal, all in favour. All cheques were signed and agreed.

Cllr Robinson proposed accepting the receipts and petty cash payments; Cllr Hawkes seconded the proposal, all in favour.

### Payments

10 May 11	Maldon District Council	Parish Clerk Forum fee	10.00
10 May 11	Brown Brothers Ltd	Gravitex Paint	41.94
10 May 11	Rigby Taylor Ltd	Dup Chq, Duramark paint	316.60
10 May 11	A & J Lighting	Mayland Hill Lamp repair	105.30
10 May 11	A & J Lighting	Street Lighting Main	42.07
10 May 11	A & J Lighting	TC Lighting	18.00
10 May 11	Essex Playing Field	Playing field Comp fee	10.00
10 May 11	Essex Playing Field	Membership fees	25.00
10 May 11	BTCV	Membership fees	35.00
10 May 11	C J Bardwell Ltd	#Payment phase 2	18000.00
10 May 11	Mrs J Rackham	Exp. for use of house	500.00
10 May 11	MSJ Garwood & Son	Cut MNR	60.00
10 May 11	MSJ Garwood & Son	Grass cutting	2202.32
25 May 11	Mrs J Rackham	Salary	919.59
25 May 11	Mr D Hawkes	Salary	289.64
25 May 11	Mr T Blowers	Salary	90.17

### Receipts

18 Apr 11	Chq	Mayland Bowls Club	Fees April	138.00
18 Apr 11	Chq	Mrs Turner	LPH Booking 16th July	24.00
18 Apr 11	Chq	Mrs Turner	LPH Deposit	50.00
28 Apr 11	BACS	Maldon District Council	Precept	41500.00

## Petty Cash

1 Apr 11	Cash	Freshways	DHGPC meeting	7.36
19 Apr 11	Cash	Post Office Ltd	Stamps	19.68
19 Apr 11	Cash	C & L Trading Ltd	Toilet Rolls	10.00

Accounts 2010/11 are being circulated. Acceptance of the accounts will be finalised at the June meeting.

Donation request from St. Barnabas Church. A decision to give a donation will be required. Following a discussion Cllr Lund proposed a donation of £270 towards the cost of grass cutting at the graveyard. Cllr Hawkes seconded the proposal, all in favour. **Clerk** to action

Risk Assessment. All items included in the document were discussed. Cllr Robinson proposed accepting the document; Cllr Spires seconded the proposal, all in favour. Insurance document. An agreement to instigate any changes for 2011/12 will be required. **Add to June agenda.**

Financial Regulations. An agreement to accept the document and any changes that maybe required. **Add to June agenda.** Clarification required on Emergency Powers from EALC

Standing Orders. A decision to accept the document and any changes that maybe required. **Add to June agenda.** Clarification regarding who can act for the council in the Clerk's absence.

#### 14. Items for Agenda

CCTV

Signs.

The Chairman closed the meeting at 9.55pm

**Next meeting of the Parish Council. 8<sup>th</sup> June 2010.**