

MAYLAND PARISH COUNCIL
Minutes of the Annual Parish Council Meeting
Held at the LAWLING PARK HALL on
TUESDAY the 14th May 2013 at 7.34pm

Present

Councillor Evans Chairman	Councillor Spires
Councillor Hawkes	Councillor Duncan
Councillor Pettitt	Councillor Gibson
Mrs Rackham (Clerk)	

Councillor Oatham & Councillor Massenhove in their absence agreed to remain as members of Committees etc., as per 2012.

1. Election of Chairman

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

2. Election of Vice Chairman

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

3. Appointment of Committees & Representatives.

Cllr Pettitt to discharge the powers to the following committees and representatives. Cllr Hawkes seconded the proposal. All in favour.

Lawling Playing Field & Bakersfield.

Cllr Spires, Cllr Pettitt, Cllr Massenhove, Cllr Oatham and Cllr Duncan.

Finance Committee.

Cllr Robinson, Cllr Evans, Cllr Massenhove and Cllr Hawkes. It was agreed that the Finance Committee will form part of the main Parish Council meeting.

Personnel Committee

Cllr Oatham, Cllr Massenhove, Cllr Pettitt and Cllr Evans.

Representatives. Emergency Officer. Cllr Evans, **Police Liaison Officer:** Cllr Massenhove. **School Governor:** Cllr Spires, **LCLC Bradwell Decommissioning** Cllr Spires, **Transport.** Cllr Duncan, **Dengie Hundred.** Cllr Spires. **Henry Guildler Trust.** Cllr Hawkes.

Planning Co-ordinator. It was agreed that the plans will be delivered to the Chairman one week prior to each meeting to allow councillors to look at plans prior to the meeting and formulate a suggested response. This will enable a better view on larger complex applications.

4. Apologies for Absence

Cllr Massenhove & Cllr Oatham.

5. Code of Conduct Declaring an Interest.

None.

6. Minutes of the meeting held on Tuesday 9th April 2013

Cllr Spires proposed accepting both sets of minutes, Cllr Gibson seconded the proposal, all in favour the minutes were signed and dated as a true record.

7. Public Discussion Session.

None.

8. Finance & Risk Assessment.

Payments & Receipts. Cllr Duncan proposed accepting all the payments and receipts. Cllr Spires seconded the proposal, all in favour. The cheques were signed by two signatories.

Payments			
16-Apr-13	May Guerney Ltd	Tennis court lights	682.24
14-May-13	Ms K Locke	Deposit Refund LPH	50.00
14-May-13	Polden Eng	Repair to skatepark	189.00
14-May-13	MDC	Park Rangers	97.70
14-May-13	Zurich	Insurance	2790.26
14-May-13	A & J Lighting	Street Light Main	50.40
14-May-13	A & J Lighting	TC Lighting	42.90
14-May-13	Office Is	Stationery	53.72
14-May-13	The Printing Place	Annual Review print	452.75
14-May-13	TCV	Fees (BTCV)	38.00
14-May-13	Rigby Taylor	Duraline Dual	120.96
14-May-13	ASAP	Internal Audit	106.20
14-May-13	Mrs J Rackham	Expenses	516.00
14-May-13	Mayland PCC	Donation S137	325.00
14-May-13	Mrs J Rackham	Petty Cash	100.00
14-May-13	MSJ Garwood	Grass Cutting	1562.45
14-May-13	Hags-Smp Ltd	Replacement swings	369.60
25-May-13	Mr T Blowers	Salary	211.07
25-May-13	Mr D Leete	Salary	84.23
25-May-13	Mr J Turner	Salary	130.09
25-May-13	Mrs J Rackham	Salary	957.87
14-May-13	C. & Jennings Ltd	Paint for benches/seats	34.80
			8965.24
Receipts			
	B.Club & Mrs		
09-Apr-13	Williams	LPH Hire & Dep	266.00
	Netball Club &	Hire fees electric	
17-Apr-13	residents	tokens	100.00
17-Apr-13	HMRC	VAT recoverable	5456.28
22-Apr-13	Maldon DC	Precept 1/2	40000.00
			45822.28
Petty Cash			
03-Apr-13	Travis Perkins	Paint for LPH	48.00
15-Apr-13	Wickes	Hardboard repair LPH	22.74
			70.74

Accounts 2012/13 Each Councillor has received a copy of the accounts. The Chairman advised the council of the recommendations suggested by the Internal Auditor. These were agreed.

Cllr Duncan proposed accepting the accounts for 2012/13, Cllr Pettitt seconded the proposal, all in favour, The audit forms were signed and dated, **and The Clerk** will send them to the External Auditor.

Risk Assessment

This document was discussed and each item agreed including the Insurance with Zurich. One new item being this council's data protection act policy which was also agreed.

Financial Regulations. Cllr Spires proposed no changes to this document; Cllr Duncan seconded the proposal, all in favour.

Standing Orders. Cllr Robinson proposed no changes to this document; Cllr Pettitt seconded the proposal, all in favour.

9. Lawling Park.

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

Cllr Pettitt suggested that Councillors interested could visit other parks in the area to obtain ideas for improvements to our park. **Cllr Pettitt** will organise this.

Letter from resident re: tree cutting at Bakersfield was discussed. This council was open to further requests to remove more trees one year on from the first request. It was not within his rights to cut down trees on council land without further permission. The trees were not planted by this council but the previous resident of the property. Other residents of Mayland had complained about the cutting of the trees and the mess left behind. The resident's letter was noted. **The Clerk** will write a response.

10. Planning.

Planning Application OUT/MAL/12/00452.

Response to letters sent from this council. The three responses received were read by the Chairman and noted by this council. It was also noted that so far none of the four District Councillors who were written too and the two MPs had not responded to this council's letters.

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

FUL/MAL/13/00298. Change of use 3No. garage/stores to 3 No low cost rentable housing units. 66 Imperial Avenue Mayland.

7 Objections. The garages are store warehouses for the shops, not a residential area; this development will compromise the possible use of the shop with no storage.

HOUSE/MAL/13/00269. Loft conversion with rear dormer and high level Velux windows to front elevation and build over existing single storey to rear. 52 Teal Avenue, Mayland.

7 Objections. Overdevelopment of site, out of character, out of keeping and lack of parking, Could set a precedent.

FUL/MAL/13/00254. To construct 2-Storey Residential dwelling to side of main house within its own boundary. Whispering Trees, Mayland Green.

6 Objections (Cllr Gibson abstained). No undercover parking, general lack of parking space. Property higher than existing property on site. Potential to alter the water course (open brook). Protected trees, doesn't show means of evacuation for disabled occupant indicated by the disabled parking space.

Planning decisions made by the local Planning Authority. Noted

FUL/MAL/13/00104. Proposed 3 bedroom chalet on land at the rear of Tideway Farm. Land Rear Of Tideway Farm Steeple Road Latchingdon
Refused.

FUL/MAL/13/00024. Demolition of redundant derelict barns and construction of a new 3/4 Bedroom Chalet Bungalow, Firth View Steeple Road Mayland.

Approved

HOUSE/MAL/13/00206. Single storey side & rear extensions and loft conversion 7 Hillcrest Mayland.

Approved.

HOUSE/MAL/13/00210. Proposed single-storey side/rear extension to existing bungalow, demolition of flat-roofed rear part and other cosmetic alterations including partly weather-board cladding. Breakaway 104 Imperial Avenue Mayland Essex

Approved

11. Highways.

Nipsells Chase. Response from Highways. This response has already been sent to the resident concerned. Response noted.

Highway Panel Reserve Schemes. Following a discussion it was agreed to request a mini roundabout or change of traffic priority at The Drive junction with Steeple Road. A second similar scheme at the junction of Grange Avenue, Steeple Road.

12. Parks & Open Spaces.

Cllrs report of any problems and actions that maybe required.

Hedge at Cardnells. Cllr Spires has not been able to ascertain who cut the hedge. **The Clerk** will obtain a quote for removal of the clippings.

13. Village Environment

Includes: Lighting, Vandalism, Sea Wall, Transport & Parish Plan

CPRE. Transport tool kit. Noted.

Lighting. Parts price increase notification. Noted.

Sea Wall Closure of path. Each Cllr had been sent a copy of the proposed route to be used whilst the sea wall path is closed.

Transport, two meetings will be held in the next few weeks, Cllr Duncan will attend and report back to this council.

Parish Plan, Cllr Spires advised the council of the display to the village planned for Saturday 1st June in the LPH. Councillors were asked if they could help run the event. **Cllr Spires to action.**

14. DHGPC. A decision to agree who will represent EALC at this group will be required. The present Chairman of the DHGPC has offered to represent EALC at this group's meetings. This council agreed to support his offer. **Clerk** to advise.

15. Training.

A decision for new Councillors to attend a training day. Cllr Duncan can attend on 27th June; Cllr Gibson can attend on 6th June. Cllr Pettitt will advise the Clerk on 15th May which event she can attend.

16. Items for Agenda.

Nothing to add.

The Chairman closed the meeting at 9.55pm

Owing to staff holidays a short June meeting will be held on 4th June for Planning and Finance only.

The next full council meeting will be held on 9th July.