



Minutes
of the meeting of
MAYLAND PARISH COUNCIL
held in the Henry Samuel Hall,
Steeple Road, Mayland,
on Tuesday 14th February 2017
at 7.04 p.m.

Present: Cllr Duncan Cllr Oatham
 Cllr Gibson Cllr Spires
 Cllr Naulder

Clerk: Mrs J Massenhove

In attendance: D Cllr Mrs Penny Channer
 D Cllr Michael Helm

D Cllr Mrs Beverley Acevedo sent her apologies.

In the absence of Chairman Cllr Evans, the meeting was chaired by Vice Chairman Cllr Duncan.

199. Apologies for Absence

Apologies were received from Cllr Evans and Cllr Massenhove.

200. Declarations of Interests

No interests were declared.

201. Minutes of the Previous Meeting

Cllr Duncan proposed accepting the minutes of the meeting held on 10th January 2017. Cllr Gibson seconded the proposal, all in favour. The minutes were signed and dated as a true record.

Cllr Gibson proposed accepting the minutes of the extraordinary meeting held on 24th January 2017. Cllr Naulder seconded the proposal, all in favour. The minutes were signed and dated as a true record.

Cllr Spires and Cllr Oatham joined the meeting at 7.07 p.m.

202. Public Discussion

Our district councillors reported on decisions, relating to Mayland, made at the previous evening's South Eastern Area Planning Committee.

Cllr Helm advised that the mushroom farm application has been refused. The accuracy of the district council's report was questioned, especially in the area of Highways and that the site was regarded as green field rather than brown field, despite MDC's referring to it as brown field site in the past. It was noted that the application was refused only on the chairman's casting vote, which supported the officer's recommendation.

D Cllr Mrs Channer advised that, with regard to the 60-bed care home there were no grounds on which the matters being considered could be refused.

D Cllr Mrs Channer left the meeting at 7.20 p.m.

203. Planning

The following decision made by the local Planning Authority was noted: -

- FUL/MAL/16/01362
Demolition of existing dwellinghouse and erection of 3 new dwellings with garages.
Fogs Folly 289 Esplanade Mayland Essex
REFUSE

The following appeal decision was noted: -

- LDP/MAL/16/00263 (Appeal Ref: APP/X1545/X/16/3151073)
Lermoos - 32 Wembley Avenue – Mayland
Proposed mobile home to be used as additional accommodation to the existing dwelling
APPEAL ALLOWED & FULL COSTS AGAINST THE COUNCIL ALLOWED

D Cllr Helm left the meeting at 7.22 p.m.

204. Finance

Councillors received a list of all payments and receipts. Cllr Gibson proposed approving them. Cllr Naulder seconded the proposal, 4 in favour; 1 object, motion carried. Cllr Oatham wished his objection to the pension contributions payment to be noted. The approved payments and receipts are listed below: -

TRANSFERS

Date	From	To	£
10-Feb-17	Deposit Account	Community account	20,000.00
			20,000.00

PAYMENTS

Date	Payee	Service/supply	£ Gross
14-Feb-17	Office IS Ltd	Stationery	192.04
14-Feb-17	Maldon District Council	Park Ranger Services, December	218.16
14-Feb-17	Andrew Goddard Associates Ltd	CDM services (S106)	714.00
14-Feb-17	Ernest Doe & Sons Ltd	Wheelbarrow	85.00
14-Feb-17	Eastern Building Services	Works to Lawling Park Hall (S106)	17,117.11
14-Feb-17	Maldon District Council	Building regulations inspection fee (S106)	459.60
14-Feb-17	Maldon District Council	Park Ranger Services, January	218.16
14-Feb-17	Essex Wildlife Trust	Annual membership	40.00
14-Feb-17	Essex Pension Fund	Pension contributions, February	337.40
14-Feb-17	Gregory Nichols	Architect's fees and disbursements (S106)	883.21
14-Feb-17	Mrs J Massenhove	Petty cash	16.96
24-Feb-17	MPC staff	Staff wages	1,721.35
			22,002.99

RECEIPTS

Date	Received from	Description	£
11-Jan-17	Mayland Village Football Club	Pitch fees, December	157.14
13-Jan-17	D Down	Hall hire, January	64.00
18-Jan-17	Casual hirer of LPH	Hall hire and deposit	114.00
08-Feb-17	Maylands Youth Group	Hall hire to 9-2-17	112.00
08-Feb-17	Mayland Village Football Club	Pitch fees, January	157.14
			604.28

PETTY CASH

Date	Payee	Service/supply	£ Gross
18-Jan-17	Timpson	Key cutting	9.00
13-Feb-17	Reeve & Son (Maldon) Ltd	Wheels for skate	7.96
			16.96

Cllr Spires, being the only bank signatory present, signed the cheques. It was noted that a second signature will be obtained outside of the meeting.

Bank statements and reconciliations were signed by Cllr Gibson. Verification of the bank reconciliations was noted.

A request from our Community Wi-Fi supplier for a completed direct debit mandate was noted. Clerk to add this to the next agenda if payment by cheque is not acceptable.

205. S106 Expenditure

Electrical supply requirements for the Sona Interactive Arch were discussed. Clerk to enquire whether a mains supply is available at the nearby CCTV column. Clerk to obtain quotations for electrical installation from the play equipment supplier and also from our own electrical contractor.

Proposed amendments to the interior detail of the hall, including additional electrical requirements and modification of the stage area, were discussed. It was suggested that a maximum figure be agreed so as not to delay the work, but that the detail must be considered relative to the original specification and the additions clarified. Cllr Spires proposed agreeing the proposed modifications and the allocation of a maximum of £5,000 for upgrading of the initial plans for the hall interior. Cllr Duncan seconded the proposal. All in favour. Clerk to advise our architect that although some additional funds have been allocated, each change detail requires clarification.

206. Clerk's Report

Each Councillor has received an update on matters from the previous meeting.

207. Flooding Schemes

Cllr Spires proposed accepting Maldon District Council's proposal that the contract for the flooding scheme works is made between the Mayland Parish Council and the contractor, and a service level agreement put in place between MPC and MDC for MDC to manage the project. Cllr Duncan seconded the proposal, all in favour. Clerk to advise MDC of the decision, also that the parish council supports MDC's choice of contractor.

208. Committee Membership

Review of membership of the council's committees is deferred to the next meeting.

209. Lawling Park Committee *including Bakersfield, Lawling Playing Field & Dog Walk Area*

Each Councillor has received a copy of the minutes from the previous LPC meeting.

210. Neighbourhood Plan Committee

Each Councillor has received a copy of the minutes from the previous NP meeting.

211. Lawling Park Hall

Cllr Spires proposed agreeing expenditure of £360 for the purchase of twelve tables for the hall. Cllr Naulder seconded the proposal. All in favour.

Cllr Naulder proposed expenditure agreeing expenditure of up £50 for the purchase of a lockable tap cover for use on the exterior wall of the hall. Cllr Gibson seconded the proposal. All in favour.

The forthcoming Community Wi-Fi connection was discussed. Clerk to provide supplier with an image file of the village sign and seek additional information regarding the equipment to be installed.

It was noted that the small chairs (previously stored in the loft) are still being advertised.

212. Electricity Contracts

Deferred to the next meeting pending additional information. Cllr Oatham offered to assist in looking into this.

213. Office and Communication

Review of telephone and correspondence arrangements is deferred to the next meeting.

214. Training

Cllr Spires proposed expenditure on two days training, at a cost of £80 per day, for our new councillor. Cllr Duncan seconded the proposal. All in favour. Clerk to liaise with Cllr Naulder as to preferred dates and to book the training.

215. Highways

Concerns were discussed regarding the poor road surface where The Drive meets Imperial Avenue and damage to property possibly caused by the resulting vibration. It was noted that this is not a new issue. Highways have been informed, both by residents and by the Clerk. Clerk to contact Highways again.

216. Parks & Open Spaces *including George Everitt Memorial Park, Cardnell Brothers Memorial Park Field & Mayland Nature Reserve*

Cllr Spires proposed that MDC arrange the annual play site inspections, at a cost of £168 for all three play areas. Cllr Duncan seconded the proposal. All in favour. No action required of MPC.

217. Village Environment *including Lighting, Vandalism, Sea Wall, Transport*

Concern was expressed at the Environment Agency's own assessment (contained within a flood risk assessment) of the condition of our seawalls. Cllr Spires to draft a letter to the EA, for approval by MPC at the next meeting, requesting improvements to the seawall.

218. Emergency Plan

It was noted that Mayland's Emergency Plan requires updating. A template has been obtained from MDC. It was suggested that this task is allocated to a dedicated councillor. Further discussion is deferred to the next meeting.

219. Footpaths

Clerk to obtain an update on MPC's application to add the orchard footpath to the Definitive Map.

220. CCTV

Expansion of the CCTV system to include the new extension to the hall was discussed. It may be an appropriate time to replace the recorder (as has been budgeted for). Provision for cables to the extension will be required. Clerk to add purchase of CCTV cable to the next LPC agenda.

221. Correspondence

- Eon – Reminder that electricity contracts are due for renewal. This was included under a separate agenda item.
- Maldon & District Citizen's Advice – request for donation. MPC has a policy of donating to causes specific to Mayland residents only.
- Essex & Suffolk Water – letter advising of changes, i.e. from 1st April, our account is being transferred to NWG Business, also from 1st April, customers will be able to choose their water and sewerage services provider. Noted.

222. Items for Next Agenda

- payment method for community wi-fi
- committee membership
- review of electricity contracts
- approval of letter to EA
- telephone and correspondence arrangements
- Emergency Plan
- MDC byelaws

The meeting closed at 9.31 p.m.

Date of next meeting, Tuesday 14th March 2017.