



**Minutes**  
of the meeting of  
**MAYLAND PARISH COUNCIL**  
held in the Lawling Park Hall  
on 9<sup>th</sup> June 2015  
at 7.35 p.m.

**Present:** Cllr Oatham (Vice-chairman)  
Cllr Duncan  
Cllr Hawkes  
Cllr Spires

**Clerk:** Mrs J Massenhove

**In attendance:** D Cllr Michael Helm

D Cllr Mrs Penny Channer sent her apologies and forwarded a written report.  
Gerry Richardson, MDC's Emergency Planning Officer, sent his apologies.

**33. Apologies for Absence**

Apologies were received from Cllrs Evans, Pettitt, Gibson and Massenhove.

**34. Declarations of Interest**

No interests were declared.

**35. Minutes of the Previous Meeting**

Cllr Spires proposed accepting the minutes from the Annual Meeting held on 12<sup>th</sup> May, subject to the addition of more detail to item 26 regarding masking of the camera. Cllr Duncan seconded the proposal, all in favour. The minutes were signed and dated as a true record.

Cllr Spires proposed accepting the minutes from the extraordinary meeting held on 26<sup>th</sup> May. Cllr Duncan seconded the proposal, all in favour. The minutes were signed and dated as a true record.

It was noted that the draft minutes of the Annual Assembly will be recirculated, having been amended to more accurately reflect D Cllr Mrs Channer's attendance at that meeting.

**36. Public Discussion**

The Clerk read aloud D Cllrs Mrs Channer's written report giving the welcome news that the Secretary of State has called in the LDP to determine whether the inspector has treated it with proportionality and fairness. This effectively means that it has been handed over to the minister who will make the final decision as to whether the plan is sound or unsound.

D Cllr Mrs Channer's report also advised that a development for 1000 houses south of Maldon (one of the LDP strategic sites) was approved on 4<sup>th</sup> June at a meeting of the MDC Full Council.

*D Cllr Helm gave his apologies and left the meeting at 7.50 p.m.*

**37. Finance**

Councillors received a list of all payments and receipts. Cllr Spires proposed accepting both the payments and receipts. Cllr Hawkes seconded the proposal, all in favour. As no

signatory was present, the cheques will be signed outside the meeting. The payments and receipts are listed below: -

#### **PAYMENTS**

<b>Date</b>	<b>Payee</b>	<b>Service/supply</b>	<b>£ Gross</b>
08-Jun-15	Mayland Parish Council	Transfer to Deposit Account	20,000.00
09-Jun-15	BT Payment Services Ltd	Calls and line rental	30.57
09-Jun-15	A & J Lighting Solutions	Street light repair (Cherry Alley)	126.00
09-Jun-15	Zurich Municipal	Insurance June 2015 - May 2016	2,076.42
09-Jun-15	Essex & Suffolk Water	Water charges (LPH changing rooms)	51.80
09-Jun-15	Office Is Ltd	Stationery	178.01
09-Jun-15	Maldon District Council	Park Ranger services - April	216.07
09-Jun-15	Mr L Moore	Rabbit fencing and chainlink repairs	2,580.00
09-Jun-15	Maldon District Council	Playsite inspections- April 2015	198.00
09-Jun-15	EALC	Risk Assessment Training	160.00
09-Jun-15	BT Payment Services Ltd	Internet Services - May, June, July	79.20
09-Jun-15	The Conservation Volunteers	Annual membership	38.00
09-Jun-15	A & J Lighting Solutions	Street light maintenance	50.40
09-Jun-15	A & J Lighting Solutions	Tennis court lighting maintenance	42.90
09-Jun-15	ASAP Office Services	Internal audit	118.86
09-Jun-15	Ernest Doe & Sons Ltd	Lawnmower parts	18.12
09-Jun-15	MSJ Garwood	Grass cutting to 30-5-15	1,578.52
09-Jun-15	Rialtas Business Solutions Ltd	Year end accounts and training	622.86
09-Jun-15	Resident	Hall deposit refund	50.00
09-Jun-15	MPC Staff	Staff expenses (mileage)	10.80
09-Jun-15	MPC Staff	Petty cash	31.34
25-Jun-15	MPC staff	Staff wages	1,721.00
30-Jun-15	HMRC	Tax and NI	1,005.23
09-Jun-15	Clearwater Technology Ltd	Half yearly water treatment visit	132.00
			<b>31,116.10</b>

#### **RECEIPTS**

<b>Date</b>	<b>Received from</b>	<b>Description</b>	<b>£</b>
19-May-15	4 Children	Hall hire - May	14.00
28-May-15	Resident	Hall hire and deposit	106.00
28-May-15	Various residents	Tennis court hire and elec. card	49.00
02-Jun-15	Village Fete Committee	Container licence fee	5.00
02-Jun-15	Boxing Club	Hall hire - June, July & August	278.00
02-Jun-15	Resident	Hall hire and deposit	78.00
08-Jun-15	Mayland Parish Council	Transfer from Community Account	20,000.00
09-Jun-15	D Down	Hall hire June	63.00
09-May-15	4 Children	Hall hire 4/6/15	14.00
09-Jun-15	Mayland Football Club	Pitch Fees - April & May + deposit	306.00
			<b>20,913.00</b>

**PETTY CASH**

<b>Date</b>	<b>Payee</b>	<b>Service/supply</b>	<b>£ Gross</b>
20-May-15	Timpson	Key cutting	6.00
	Dengie Hundred Bus Users		
02-Jun-15	Group	Annual membership	5.00
08-Jun-15	Mayland Service Station	Petrol	6.85
08-Jun-15	Tesco	Petrol	11.49
08-Jun-15	All Seasons	Paint brushes	2.00
			<b>31.34</b>

Cllr Oatham signed a copy of the payments and receipts list.

Cllr Hawkes signed the bank reconciliations and statements for April and May.

Quarterly Accounts – All councillors had received a copy of the council's quarterly accounts. Cllr Hawkes proposed accepting them. Cllr Spires seconded the proposal. All in favour.

Annual Accounts - All councillors had received a copy of the council's income and expenditure account and the year end balance sheet. The annual governance statement was read aloud from the Annual Return. Cllr Duncan proposed accepting the accounting and annual governance statements. Cllr Hawkes seconded the proposal. All in favour. The Annual Return was duly signed by both the Vice-chairman (due to the Chairman's absence) and the Clerk (RFO). It was noted that the internal audit has been completed and that the Annual Return will now be submitted to the external auditor.

**38. Planning**

**The following application was considered and comment to the Planning Authority agreed: -**

HOUSE/MAL/15/00514

Single Storey rear extension and two storey side and rear extension  
7 Mill Road Mayland Essex CM3 6EQ

4 support. The recommendation to MDC is the granting of planning permission for the following reason: -

The proposed works would improve the street scene.

**The following decisions made by the local Planning Authority were noted: -**

HOUSE/MAL/15/00144

Proposed garage extension to front of property  
267 Esplanade Mayland Essex CM3 6AL  
APPROVE

OUT/MAL/15/00201

Construction of three new dwellings  
290 Esplanade Mayland Chelmsford Essex  
REFUSE

LDP/MAL/15/00180

Claim for Lawful Development Certificate: Proposed extension to rear. Garage conversion with access via inside house to study, additional door access to remaining garage, roller door to outside.  
46 Bramley Way Mayland Essex CM3 6ER  
APPROVE

There was discussion regarding the large developments currently being proposed in the area. Some of MDC's reasons for refusal of some of these developments were highlighted. It was noted that sufficient time is not given to properly consider the large

amount of documentation associated with the larger developments. It was also noted that inconsistency of units used can make consideration difficult, e.g. whether density is measured per hectare or per acre.

The recent application for a large development in Tillingham was referred to and the potential effect on Mayland and other villages was discussed.

### **39. Clerk's Report**

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

Cllr Duncan requested a hard copy of the Register of Interests form. Clerk to action.

### **40. 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.

Cllr Duncan proposed the appointment of Cllr Oatham to the Lawling Park Committee. Cllr Spire seconded the proposal. All in favour.

### **41. Neighbourhood Plan Committee**

Cllr Spire reported that the children's competition entries of drawings of 'Mayland Now' and 'Mayland in the Future' were viewed at the recent NP meeting. A competition winner will be selected from these.

The Clerk reported that the Parish Council's application for a neighbourhood planning grant has been successful, although full details have yet to be received.

Cllr Oatham proposed the appointment of Cllr Gibson to the Neighbourhood Plan Committee. Cllr Spire seconded the proposal. All in favour.

### **42. Dengie Hundred Group of Parish Councils**

Cllr Oatham proposed the appointment of Cllr Gibson as Mayland's councillor representative for the DHGPC. Cllr Spire seconded the proposal. All in favour.

### **43. Complaints Procedure**

All councillors had received a copy of the draft document. Cllr Hawkes proposed adopting the Complaints Procedure. Cllr Spire seconded the proposal. All in favour.

### **44. Highways**

A resident's request for support for a parking restriction was discussed. It was acknowledged that the number of cars parked on the street is a problem throughout the village, but there was concern that the proposed restriction would only push the problem further along the road. Clerk to inform resident that the parish council cannot offer its support at this time.

A collapsed manhole cover at the junction of Drake Avenue with Tern Close was noted and also breaks in the road surface in Wembley Avenue and in North Drive. Clerk to report to Highways.

It was noted that two dropped kerbs are being applied for in Wembley Avenue and that, if allowed, these would help alleviate parking on the road. Clerk to forward this view to Highways.

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

No decision was made regarding the plinth at Mayland Nature Reserve as a quotation has yet to be received.

Other maintenance required at the MNR was discussed. It was queried whether this work could be carried out as unpaid community work. Clerk to make enquiries.

The timing of trimming of hedges was discussed. It was agreed that, as a general rule, this should not be carried out between March and July.

### **46. Village Environment *including Lighting, Vandalism, Sea Wall, Transport***

Evidence of substance abuse in the Katonia Avenue car park and also at Drake Avenue was reported.

It was noted that the Environment agency continues to monitor the sea wall slump.

Cuts in school transport were discussed. It was acknowledged that Mayland is not as severely affected as some areas, as the catchment secondary school is also the nearest secondary school.

**47. Footpaths**

The footpath between Promenade and North Drive was discussed. It was noted that the Promenade end is now level and is being dealt with, but the North Drive end needs to be cleared so that people can use it. Clerk to contact ECC.

The gate on the restricted byway section of Nipsell's Chase was discussed. Clerk to write to the Planning Inspectorate regarding the requirement for it to be removed.

The condition of the footpath surface at Cherry Alley was commented upon. Clerk to locate deeds in order to clarify whether the path alongside the grassed area belongs to the Parish Council.

**48. S106**

Discussion of potential projects to be referred to the Lawling Park Committee as this expenditure will relate to the Lawling Park area.

**49. CCTV**

A camera has now been installed on the new column. The camera tour is such that it reverses its direction of travel (rather than rotating through 360 degrees), and the camera has been masked internally, in order to ensure privacy for nearby properties and gardens. It was agreed that the masked area should be increased slightly to ensure that properties would remain completely obscured should the camera ever need to be used under manual control. Clerk to contact contractor.

A quotation for repair of an existing camera is to be considered by the Lawling Park Committee.

*Cllr Hawkes gave her apologies and left the meeting at 9.30 p.m.*

**50. Post-Election Issues**

It was agreed that the current councillor vacancy is to be advertised on notice boards and on the Parish Council website. The closing date for enquires will be Friday 10<sup>th</sup> July and further action can be agreed at the full council meeting in July, according to the response received.

The Mayland/Maylandsea boundary was discussed. It was viewed that the division of Mayland and Maylandsea across two wards, and the significant spread of those wards across other villages, distorts statistics relating to our village. It was noted that some form of review is expected at the end of this year, but it is not known what consultation will take place. Councillors would like to see Mayland/Maylandsea re-united.

**51. Training**

Cllr Oatham proposed agreeing a request from Cllr Duncan for three Chairman's training days. Cllr Spires seconded the proposal. All in favour. Clerk to confirm booking with the EALC.

**52. Public Consultation**

Clerk to submit the Parish Council's response, stating that it agrees with the updated Statement of Community Involvement.

**53. Correspondence**

It was noted that MDC Minutes and Reports are currently being circulated to councillors.

**54. Items for Next Agenda**

- the orchard footpath
- draft car park licence
- possible publication of draft minutes
- siting of a bench

- councillor vacancy

**The meeting closed at 10.15 p.m.**

**Date of next meeting, Tuesday 14<sup>th</sup> July 2015.**