



Minutes
of the meeting of
MAYLAND PARISH COUNCIL
held in the Lawling Park Hall
on 13th June 2017
at 7.08 p.m.

Present: Cllr Evans (Chairman) Cllr Massenhove
Cllr Bush Cllr Oatham
Cllr Duncan Cllr Gibson

Clerk: Mrs J Massenhove

In attendance: Mr D Reynolds (Mayland Village Football Club), *from 8.30 p.m.*
Mrs E Alabaster (Mayland Village Football Club), *from 8.30 p.m.*
2 members of the public

D Cllrs Mrs Penny Channer, Mrs Beverley Acevedo and Michael Helm sent their apologies.

27. Apologies for Absence

Members' apologies for absence were received from Cllr Spires and Cllr Pettitt.

28. Declarations of Interests

No interests were declared.

29. Minutes of the Previous Meeting

Cllr Bush proposed accepting the minutes from the extraordinary meeting held on 30th May 2017. Cllr Duncan seconded the proposal, all in favour. The minutes were signed and dated as a true record.

Cllr Massenhove proposed accepting the minutes from the Annual Meeting held on 30th May 2017, subject to the reference to LCLC being removed from item 11, Appointment of Representatives (as it had been agreed that this position is not currently required). Cllr Gibson seconded the proposal, all in favour. The minutes were amended, signed and dated as a true record.

Cllr Oatham proposed delaying the public discussion session to the end of the meeting, Cllr Massenhove seconded the proposal. All in favour, motion carried. For ease of reference, the item is minuted in its original agenda position.

30. Public Discussion

Discussion took place regarding the Football Club's forthcoming movie night, being held to raise funds for the club. Concern was expressed that the Lawling Park Committee's request to be informed of the detail of the event had not been fulfilled prior to the event being advertised. It was accepted that there had been a misunderstanding.

The following points were clarified: -

- The appropriate licences have been obtained by the organiser.
- The event is to finish at 11 p.m.
- The organisers have made provision for marshalls and for first aid.
- The changing room toilets only will be available. The event organisers will arrange for cleaning of these during and after the event.
- Subject to weather conditions, parking on the field will be permitted, but vehicles must not be driven over the new drains. Both car parks will be available.
- Neighbours in Katonia Avenue should be informed of the event by the organisers.
- Power for the barbecue and bar will be by means of a generator, but a power supply will be required for the PA system; MPC will make the appropriate keys available in order that that this may be taken from the 13A socket in the tennis court hut.

31. Councillor Vacancy

It was noted that three expressions of interest had been received and one formal application for the councillor vacancy. The Chairman invited the applicant to speak regarding his application and the qualities he could bring to the Council. Councillors then agreed unanimously in favour of co-opting Mr Barry Edwards.

Cllr Edwards signed his Acceptance of Office.

32. Planning

The following applications were considered and comment to the Planning Authority agreed:

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- HOUSE/MAL/17/00538
To erect PVCU conservatory to the rear of the property.
61A West Avenue Mayland Essex CM3 6AE
There were no objections and no additional comment to MDC.
- HOUSE/MAL/17/00544
Single-storey extension to side of dwelling to replace existing lean-to conservatory and dilapidated utility room. First floor extension over existing single-storey rear element
60 Nipsells Chase Mayland Essex CM3 6EJ
There were no objections and no additional comment to MDC.

The following claim for a permitted development certificate was noted: -

- PDE/MAL/17/00542
Rear extension which would extend beyond the rear wall of the original house by 8m, height to the eaves would be 3.3m and the maximum height would be 3.3m
87 Imperial Avenue Mayland Essex CM3 6AJ

The following appeal decision was noted: -

- FUL/MAL/16/00445 (Appeal Ref: APP/X1545/W/17/3168271)
Land Adjacent Whispering Trees Mayland Green Mayland
Construction of a one bedroom bungalow
APPEAL DISMISSED

Withdrawal of the following planning application was noted: -

- HOUSE/MAL/17/00416 PP-05990137
First floor extension to existing bungalow to create additional bedroom space.
Nortonlea 6 Katonia Avenue Mayland Essex

Withdrawal of the following appeal was noted: -

- OUT/MAL/15/00678 (Appeal Ref: APPX/1545/W/16/3148925)
Whitecap Mushroom Farm - Mill Road – Mayland
Demolition of former Whitecap Mushroom Farm and associated outbuildings for redevelopment of up to 35 residential dwellings, including upgrading of Mill Road to an adoptable standard. Access to be taken off Mill Road with some other matters reserved.
(Resubmission of planning application ref: OUT/MAL/15/00018)

33. Finance

Councillors received a list of all payments and receipts. Cllr Gibson proposed approving them. Cllr Duncan seconded the proposal, 6 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	£
12-Jun-17	Deposit Account	Community Account	20,000.00
			20,000.00

PAYMENTS

Date	Payee	Service/supply	£ Gross
30-May-17	R C Baker Designs	Stage curtains	3,342.00
30-May-17	Royal Mail Group Ltd	Mail re-direction service (3 months)	185.00
09-Jun-17	Range Right Ltd	Post/parcel drop box	199.00
13-Jun-17	Brady Corporation Ltd	Vacuum cleaner and bags	104.62
13-Jun-17	Gregory Nichols	Architect's fees & disbursements	4,576.60
13-Jun-17	Maldon District Council	Park Ranger Services, January	220.32
13-Jun-17	The Printing Place Ltd	Printing of Annual Review 2017	467.75
13-Jun-17	ASAP Office Services	Internal audit	126.00
13-Jun-17	NWG Business	Water charges 10-11-16 to 23-4-17	111.64
13-Jun-17	Maldon District Council	Annual play site inspections/reports	201.60
13-Jun-17	MSJ Garwood	Grass cutting to 25-5-17	1,629.54
13-Jun-17	MSJ Garwood	Weed/feed & chain harrowing football pitches	875.76
13-Jun-17	M & G Fire Protection (Essex) Ltd	Fire Risk Assessment	390.00
13-Jun-17	The Maylands Mayl Ltd	Distribution of Annual Review	66.00
13-Jun-17	MTA Contractors Ltd	Sona electrical installation (inc additional costs)	2,226.00
13-Jun-17	Park Leisure & Sport Ltd	Sona installation & warranty	11,064.00
13-Jun-17	Casual Hirer LPH	Hall deposit refund	50.00
13-Jun-17	Mrs J Massenhove	Expenses (2 mnth use of home office + Voipfone)	179.74
13-Jun-17	Mrs J Massenhove	Petty cash (float increased to £150)	144.27
13-Jun-17	Essex Pension Fund	Pension contributions, June	388.26
23-Jun-17	MPC staff	Staff wages	1,894.54
30-Jun-17	HMRC	Tax and NI	1,361.25
			29,803.89

RECEIPTS

11-May-17	Essex County Council	CIF wi-fi grant	379.00
17-May-17	S Walsh (Pilates)	Hall hire to 26-4-17	16.00
17-May-17	Casual Hirer LPH	Hall hire & deposit	82.00
17-May-17	M Clark (Netball)	Netball court hire, 10 sessions	30.00
24-May-17	S Walsh (Pilates)	Hall hire to 17-5-17	48.00
24-May-17	Mayland Village Football Club	Pitch fees April & May, container licence	319.28
13-Jun-17	S Walsh (Pilates)	Hall hire to 24-5-17	16.00

13-Jun-17	Casual Hirer LPH	Hall hire & deposit	82.00
13-Jun-17	D Down	Hall hire 6-6-17 & 9-6-17	16.00
			988.28

PETTY CASH

Date	Payee	Service/supply	£ Gross
09-May-17	Makro	Washroom consumables	37.73
	Wickes	Bolster chisel and holesaw	27.77
	Wickes	Postcrete and saw	25.15
07-Jun-17	Post Office	Postage (footpath appeal)	3.62
			94.27

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

34. Subscriptions

The Chairman proposed renewing subscriptions to the following bodies as they become due during the course of the year: -

- Dengie Hundred Bus Users Group
- PRS
- The Conservation Volunteers
- Rural Community Council of Essex
- Information Commissioner
- Dengie Hundred Group of Parish Councils
- Society of Local Council Clerks
- RCCE Network Membership (NP)
- Essex Wildlife Trust
- Essex Playing Field Association
- NALC/EALC

Cllr Bush seconded the proposal, all in favour. Motion carried.

35. Clerk's Report

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

Cllr Oatham enquired after the progress of registration of Gladwell Walk; the relevant forms have been obtained but professional guidance, possibly from Cllr Massenhove, is required for their completion.

Cllr Oatham enquired after the progress of insulating the tennis court hut; an additional quotation is being sought.

36. 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.

It was noted that posted positive comments regarding the Sona Arch have been posted by residents on social media.

37. Highways

Nothing to report.

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

Nothing to report.

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

Cllr Duncan, having attended a recent Transport Representatives Meeting, advised that Heddingham Busways has been awarded the new bus contract. A service will run every 1

hour 10 minutes from 7.00 a.m. It will still be possible to use the Essex Saver, which is transferable between bus services.

Discussion followed regarding parking near the shops causing problems for buses and the real risk that, if this issue is not resolved, bus services will exclude that part of their route. It was noted that some time has passed since bus cage markings were approved, but they have still not been implemented. Clerk and Chairman to write to SEPP and other relevant parties.

40. Footpaths

It was noted that Cllr Oatham has submitted the appeal and supporting documents regarding ECC's decision against the addition of the orchard footpath to the Definitive Map.

41. CCTV

MPC is awaiting the result of the insurance claim for the fallen floodlight in order to confirm the availability of the lighting column. CCTV requirements can then be re-assessed.

42. Grant Request

It was noted that additional information is needed in support of the request.

43. Office Move

It was noted that: -

- a voipphone (which operates via the internet) is now in operation,
- a spyhole has been fitted to the parish room door,
- a postbox has been ordered,
- a quotation of £75 has been received for supply and installation of signage to the Lawling Park Hall and
- a new e-mail address has been set up to safeguard against loss of the current one due to change of telephone/internet provider.

It was agreed that the Clerk should accept the quotation for signage and publicise the new e-mail address, being maylandpc@gmail.com.

It was noted that purchase of a laptop computer was allowed for within the current year budget. Clerk to obtain prices and to add this decision to the next agenda.

Clerk also to assess requirements for any additional filing cabinets. Decision to be included on next agenda.

44. Correspondence

The following correspondence was noted: -

- Natural England – letter and map advising of their preferred route for the England Coast Path.
- ECC – May/June edition of Bus Passenger News which details changes to bus services within Essex. Cllr Duncan advised that this will be received by e-mail only in future.
- Maldon District Council – documents for public consultation on the *Maldon District Design Guide*.
- BT – acknowledgement of change of provider.
- Royal Mail – confirmation of redirection of mail.
- The Planning Inspectorate – acknowledgement of completed appeal form and associated documentation.

45. Items for Next Agenda

Insulation of tennis court hut
Update on insurance claim
Grant request
Purchase of laptop computer
Purchase of filing cabinets

The meeting closed at 9.15 p.m.

Date of next meeting, Tuesday 11th July 2017.