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Minutes
of the meeting of
MAYLAND PARISH COUNCIL
held in the Lawling Park Hall
on Tuesday 9th May 2017
at 7.04 p.m.

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

Clerk: Mrs J Massenhove

In attendance: 2 residents

D Cllr Michael Helm and D Cllr Mrs Penny Channer sent their apologies.

272. Members' Apologies for Absence

Apologies were received from Cllr Gibson and Cllr Spires.

273. Declarations of Interests

No interests were declared.

274. Minutes of the Previous Meeting

Cllr Massenhove proposed accepting the minutes from the meeting held on 11th April 2017. Cllr Oatham seconded the proposal, all in favour. The minutes were signed and dated as a true record.

Cllr Oatham proposed accepting the minutes from the extraordinary meeting held on 25th April 2017. Cllr Bush seconded the proposal, all in favour. The minutes were signed and dated as a true record.

275. Public Discussion

A resident addressed the council regarding the footpath between North Drive and Promenade which has become very overgrown again. It was noted that, as the footpath is a Public Right of Way, its maintenance is the responsibility of Essex County Council. (There are some parish-owned footpaths within the village which are maintained by the Parish Council.) Last year ECC engaged volunteers to carry out the work, but provided no means to dispose of the cuttings.

It was suggested that perhaps maintenance of this footpath could be included within the arrangement by which MPC's contractor cuts the verges and MPC is then re-imbursed by Maldon District Council; this agreement is due for review in any case. Clerk to contact MDC to enquire about this. Clerk also to raise the issue with ECC via the resident's contact there.

276. Councillor Vacancy

It was noted that a casual vacancy exists on the parish council following the resignation of Mr Naulder. The Notice of Casual Vacancy is currently being displayed. If, following the statutory period, MDC confirms that an election is not requested, the parish council will fill the vacancy by co-option.

277. Planning

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

- HOUSE/MAL/17/00316

A first floor extension above existing garage that is attached to the house.
43 West Avenue Mayland Essex CM3 6AE

There were no objections and no additional comment to MDC.

- HOUSE/MAL/17/00416
First floor extension to existing bungalow to create additional bedroom space.
Nortonlea 6 Katonia Avenue Mayland Essex
6 object, therefore the recommendation to MDC is the refusal of planning permission. The following reasons are given: -
 - The additional residential space may lead to increased parking requirements.
 - The proposal is not in keeping with neighbouring bungalows.
 - Inappropriate design.
 - The proposal would be an overdevelopment of the site.
 Clerk to request of ward members that this application is considered by the area planning committee.

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

- FUL/MAL/17/00138
Replace existing dilapidated bungalow with a pair of semi-detached chalets
33 Princes Avenue Mayland Essex CM3 6BA
APPROVE
- HOUSE/MAL/17/00194
Proposed amended residential parking
4 & 4A Wembley Avenue Mayland Essex CM3 6AY
REFUSE
- HOUSE/MAL/17/00222
Single storey side extension, single storey rear extension, single storey attached side garage.
Aspens 132 Imperial Avenue Mayland Essex
APPROVE
- HOUSE/MAL/17/00228
Demolition of rear conservatory and new front and rear extensions
72 Bramley Way Mayland Essex CM3 6ET
REFUSE

278. Finance

Councillors received a list of all payments and receipts. Cllr Oatham wished his objection to the pension contributions payment to be noted. The payments and receipts are listed below.

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

TRANSFERS

Date	From	To	£
08-May-17	Community Account	Deposit Account	20,000.00
09-May-17	Community Account	Deposit Account	20,000.00
			40,000.00

PAYMENTS

Date	Payee	Service/supply	£ Gross
09-May-17	Brady Corporation Ltd	First aid boxes for LPH	62.38
09-May-17	Office IS Ltd	Stationery	199.93
09-May-17	BW Plumbers Ltd	Plumbing works at LPH	36.00
09-May-17	Brown Brothers Distribution	Gravitex paint	226.80

09-May-17	Zurich Municipal	Insurance June 2017 - May 2018	2,595.10
09-May-17	MSJ Garwood	Grass cutting to 24-4-17	2,206.63
09-May-17	Nisbets plc	Crockery & cutlery for LPH	239.30
09-May-17	Mrs J Massenhove	Petty cash	98.76
09-May-17	Essex Pension Fund	Pension contributions, May	388.26
25-May-17	MPC staff	Staff wages	1,707.09
09-May-17	Casual hirer of LPH	Deposit refund	50.00
			7,810.25

RECEIPTS

19-Apr-17	Maldon District Council	Hire of LPH for polling station	136.00
19-Apr-17	S Walsh (Pilates)	Hall hire & deposit	66.00
26-Apr-17	Mayland Village Football Club	Pitch fees, March	157.14
26-Apr-17	Casula hirer of LPH	Hall hire & deposit	98.00
28-Apr-17	Maldon District Council	Half annual precept	48,655.00
28-Apr-17	HM Revenue & Customs	VAT refund, January - March	13,977.60
			63,089.74

PETTY CASH

Date	Payee	Service/supply	£ Gross
26-Apr-17	Tesco	Petrol (for strimmer/mower)	11.62
08-May-17	Jacksons Fencing	Bollard (Cardnells) & fence posts (B/field c/park)	73.68
08-May-17	Post Office	Stamps	13.46
			98.76

Cllr Massenhove proposed that Cllr Pettitt become an additional bank signatory. Cllr Duncan seconded the proposal, all in favour. Clerk to obtain the necessary forms and signatures. It was noted that the change of signatory forms will be signed outside of the meeting.

The new NALC/SLCC pay scales, which came into effect on 1st April, were noted. Clerk to forward a copy to all councillors.

Cllr Massenhove proposed a virement of £11,000 from the Development of Lawling Park Hall budget to the Play Equipment budget. The Chairman seconded the proposal. All in favour, Clerk to action.

After some discussion, Cllr Pettitt proposed leaving hall hire fees unchanged for the time being, but to be reviewed in good time for the budget for the next financial year. Cllr Massenhove seconded the proposal, 5 in favour; 1 object. Motion carried, Clerk to inform regular hall hirers.

279. Insurance

Cllr Massenhove requested that wording of the policy schedule document regarding the total assets and sum insured value is queried before the document is approved. A decision to approve the documents is therefore deferred to a future meeting.

280. Clerk's Report

The Clerk's update on matters from the previous meeting was noted.

281. 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 Oatham proposed that Cllr Bush be co-opted onto the Lawling Park Committee. The Chairman seconded the proposal, all in favour, motion carried.

282. Hall Extension/Refurbishment

It was noted that the final site meeting with the architect and building contractor has taken place. Some snagging issues remain which are expected to take about a week to resolve, plus pebble dashing of the exterior has yet to be done. The stage curtains are to be fitted and fire RA of the entire building carried out next week. The hall is now in use.

The Clerk advised that the Valuation Office Agency will need to be informed of the changes to the building. Clerk to action.

283. Highways

The inventory of parish-owned street lights was reviewed. Cllr Oatham suggested that ECC is asked to take over responsibility for those on the adopted roads. Clerk to approach ECC.

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

It was noted that clearance and tidying of the site has yet to be finished following the drainage works. Clerk to seek an update from MDC.

Cllr Duncan and the Clerk reported on a site visit to the Mayland Nature Reserve with the ecologist who will be preparing a Woodland Management Plan for the area. Guidance within the Plan on treatment of russian vine was specifically requested.

Cllr Duncan proposed accepting a quotation of £280 for our contractor to spray the new trees and fence line at Bakersfield. Cllr Pettitt seconded the proposal. All in favour, Clerk to action.

Cllr Pettitt proposed accepting a quotation of £985 for our supplier's contractor to install a power supply to the Sona play equipment. The Chairman seconded the proposal, all in favour. Clerk to action.

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

Nothing to report.

286. Footpaths

It was noted that the Planning Inspectorate and ECC have been notified of MPC's appeal against ECC's decision to refuse the addition, to the Definitive Map, of the footpath between North Drive and Nipsells Chase. Supporting documents must be received by the Planning Inspectorate by 19th May.

287. CCTV

Cllr Oatham advised that a decision from the insurance company regarding the storm-damaged pole/floodlights is required before it can be considered whether additional cameras may be mounted on that pole.

288. Correspondence

- MDC – letter informing that LPH required as polling station for parliamentary election on Thursday 8th June. This was noted.
- Grant application – to be added to next agenda.
- Planning Inspectorate – letter acknowledging MPC's notice of appeal and providing information regarding procedure. Noted.

289. Items for Next Agenda

Transport Rep's Report
Grant application

The meeting closed at 9.23 p.m.

Date of next meeting, Tuesday 16th May 2017 – Annual Assembly of the Electorate
Tuesday 30th May 2017 – Parish Council Annual Meeting