



Minutes
of the meeting of
MAYLAND PARISH COUNCIL
held in the Lawling Park Hall
on Tuesday 12th December 2017
at 7.05 p.m.

Present: Cllr Evans (Chairman) Cllr Oatham
Cllr Pettitt Cllr Theckston
Cllr Edwards Cllr Spires

Clerk: Mrs L Whitefield

147 Members' Apologies for Absence

Apologies were received from Cllr Peters as her sister was having an operation.
Cllr Bush on holiday.

148 Declarations of Interests

The Chairman declared an interest in item 153, Planning, application number HOUSE/MAL/17/01267, the nature of the interest being that the property neighbours her own.

149 Minutes of the Previous Meeting

Cllr Squires proposed accepting the minutes from the meeting held on 10th October 2017. Cllr Oatham seconded the proposal, all in favour. The minutes were signed and dated as a true record.

Cllr Squires proposed accepting the minutes from the extraordinary meeting held on 6th November. Cllr Pettitt seconded the proposal, all in favour. The minutes were signed and dated as a true record.

Cllr Oatham requested to make some changes to the minutes from the meeting held on 14th November 2017.

- Item 137 - Planning. WTPO/MAL/17/01207 should read: Cllr. Spires in his capacity of Chairman of the Neighbourhood Planning Committee read a statement on behalf of Cllr Oatham and himself, in connection with a complaint and this statement forms an attachment to these minutes.
- Item 138 - Finance.
 - c) Cllr Oatham was not in agreement with the development of a new web site as he felt the council did not know what they would be getting. This item is to be added to the agenda for January.
 - d) Cllr Oatham felt that training was not compulsory but advisory.
 - i) Staff Wages should be itemised

K. Kuderovitch	£705.00
D. Leete	£308.50
A. Kemp	£259.07

Cllr Squires proposed accepting these minutes and Cllr Oatham seconded the proposal, all in favour.

150 Public Discussion

None

151 Personnel

Discussion moved to item 163

152 Councillor Vacancy

Cllr Debbie Gibson has resigned as a councillor. Clerk to contact MDC to advise. Applicant who opted in November could be interested. Clerk to contact him once hear back from MDC. Failing that the vacancy will be put in Mayland Mayl and on notice board.

It was noted that three councillors currently sit on the Neighbourhood Planning Committee which is less than the number of residents. May need new members on this committee.

153 Planning

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

- **FUL/MAL/17/01289**

Erection of 2 no. 3 bedroom dwelling to replace existing dwelling at 33, Princes Avenue, Mayland.

6 object, therefore the recommendation to MDC is the refusal of planning permission. The following reasons are given:-

- The proposal is an overdevelopment of the site
- The proposal is not in keeping with the neighbouring properties
- The additional residential space may lead to increased parking requirements

Clerk to request of ward members that this application is considered by the area planning committee.

- **HOUSE/MAL/17/01267**

First floor extension to existing bungalow at 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 proposal would be an overdevelopment of the site
- Neighbours' privacy would be invaded by large Dormer window
- The proposal is out of keeping with street scene
- The proposal is not in keeping with neighbouring bungalows and surrounding area.
- The additional residential space may lead to increased parking requirements.

Clerk to request of ward members that this application is considered by the area planning committee.

- **LDP/MAL/17/01062**

Dismantling of existing conservatory and build orangery at Ashmead, Mayland Close, Mayland

No objections, therefore the recommendation to MDC is the granting of planning permission.

- **HOUSE/MAL/17/01055**

Proposed oak framed garden room and single storey side extension at Medlar House, Southminster Road, Mayland

No objections, therefore the recommendation to MDC is the granting of planning permission.

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

- **APP/X1545/X/17/3189582**
Hearing arranged for 6/12/17 has been cancelled as the two appeals for this planning need to be heard together.
- **APP/X1545/X/17/3189582**
Appeal made against councils decision for Loft conversion
- **FPS/Z1585/14A/14**
Appeal by Mayland Parish Council for the Footpath to remain from North Drive to Nipsells Chase, Mayland
APPEAL ALLOWED

Discussion of relevance of this decision for adjacent properties

154 Finance

Councillors received a list of all payments and receipts. The approved payments and receipts are listed below: -

PAYMENTS

Date	Cheque no.	Payee	Service/supply	£ Gross
23-Nov-17	4533	Ahead 4	Office computers	1,128.00
23-Nov-17	4534	K. Kuderovitch	Replacement chq for wages	705.00
07-Dec-17	4535	Mr A Kemp	Staff wages	178.04
07-Dec-17	4536	Mr D Leete	Staff wages	246.96
12-Dec-17	4537	Rigby Taylor	White line paint	186.00
12-Dec-17	4538	Ahead 4	Software yearly fee	30.00
12-Dec-17	4539	Maldon District council	Community Protection Team Services	220.32
12-Dec-17	4540	John Oatham	Purchase of Office phone	28.94
12-Dec-17	4541	John Oatham	Purchase of Office printers	276.35
12-Dec-17	4542	Rialtas Business solutions Ltd	Online Training on RBS 21/11/17	84.00
12-Dec-17	4543	WFP Fire & Security Ltd	Fire Extinguisher Maintenance	85.20
12-Dec-17	4544	Mrs K. Kuderovitch	Staff wages	150.00
12-Dec-17	4545	Mrs J. Massenhove	Card payment for voip phone	4.80
12-Dec-17	4546	Mr S. Burn	Hall Deposit Refund	50.00
12-Dec-17	4547	L. Mason	Hall Deposit Refund	50.00
				3,423.61

RECEIPTS

20-Nov-17	100148	Stacey Christmas	Hall hire & deposit	74.00
20-Nov-17	100150	S. Walsh (Pilates)	Hall Hire 4-10-17	16.00
20-Nov-17	100151	Zumba	Hall Hire	16.00
20-Nov-17	100152	Various residents	Tennis court hire	3.00
20-Nov-17	100153	S. Walsh (Pilates)	Hall Hire 7/10 Nov	16.00
20-Nov-17	100154	D. Down	Hall Hire 31/10-3/11	16.00
06-Dec-17	100155	D. Down	Hall Hire 13/11-24/11	32.00
06-Dec-17	100156	Village Fete	Hall Hire	40.00
06-Dec-17	100157	Village Fete	Hall Hire	128.00
06-Dec-17	100158	Village Fete	Hall Hire Deposit	50.00
				391.00

Cllr Evans advised the Council that the bank account was overdrawn due to an oversight with the changeover of the Clerk and the fact that Cllr Evans had been removed from the mandate. New mandates have now been signed by Cllr Evans and the new clerk. A letter giving authority to Cllr Evans was signed by Cllr Spires and Cllr Oatham, so that a transfer can be made from the Savings Account to the Current Account.

Discussion to set up a new standing order to pay the charge for the voip phone. Currently being paid by previous clerk.

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

155 Clerk's Report

This chairman advised that this report would start soon.

156 Lawling Park Committee including Bakersfield, Lawling Playing Field & Dog Walk Area
Councillors noted receipt of the draft minutes from the November LPC meeting.

- The Chairman shared the Certificates of Merit awarded for best Essex Playing Field Classes 1, 3 and 6. Clerk to add to website. Discussion for the need of new notice board in the Hall.
- Quote received from Eastern Building for £5,045 to carry out additional works to the Parish office. It was resolved to not carry out this work. Clerk to advise.
- Broken bollard in Bakersfield Car Park. David Leete to report and replace.
- Frozen lock on the side door of the hall. Possible rainwater dripping from gutter. David Leete to report. Discussed condition of Car park and paths. To be added to LPC agenda in January.

157 Neighbourhood Plan Committee

Councillors noted receipt of the draft minutes from the November NP meeting.

158 Highways

Street Light in Derby close is not owned by Mayland Parish Council. It is the responsibility of Essex Highways. Clerk to contact resident and inform of this.

159 Parks & Open Spaces

- It was resolved to accept the grass cutting contract from Garwoods. Clerk to inform them.
- Also to accept the quote to trim the Russian Vine.
- Mayland Football Club requested the need to install a post to chain their goal posts to. Discussion led to a request for them to attend the next MPC meeting in January. Clerk to report back.
- Discussion regarding memorial benches in the village. Two available in the new Bakersfield Garden – one to be donated in memory of Joan Spires. Other areas of land can be used for this purpose also. Advert to go in the Mayland Mayl offering the chance for people to purchase one of these benches for their loved one. Cllr Squires to enquire about purchasing benches.

160 Village Environment

Discussion regarding the possibility of producing signage around the village to direct the public to the parks and the sea wall and other areas of interest. Cllr Oatham to produce a map to show all these areas.

161 CCTV

Cllr Oatham advised that base pole for the CCTV needs to be ordered and sent before the groundworker can start his work. Once ground work completed then the CCTV equipment will be installed.

162 Office

The Purchase of Office Furniture is being considered. Cllr Oatham to order 120 chairs for the hall at a cost of £22 each. Still looking at quotes to get the best price.

163 Staff Pensions

Once probation is up for the new clerk then a pension will be set up. Discussed possibility of paying in to existing pension but Cllr Pettitt advised this was not possible. She advised speaking to a financial advisor to get the best recommendation and report back to the council.

Starting salary discussed for new clerk. It was decided to start on SCP 25. Letter of confirmation to be sent.

164 Correspondence

- Thank you letter read out from Southminster Parish Council regarding donation for Party in the Park.
- Air Ambulance request for a clothes bank to be sited in the Parish Car Park. Discussed size and vandalism issues. Clerk to find out the size of the bank and then council to decide.
- Essex Energy Switch – Cllr Oatham suggested joining this scheme. Posters added to notice board.

165 Items for Next Agenda

Election of new Councillor
New web site
Air Ambulance clothes bank

The meeting was closed at 9.30 pm.

Date of next meeting, Tuesday 9th January 2018

