



MAYLAND PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE LAWLAND PARK HALL, KATONIA AVENUE, MAYLAND ESSEX ON TUESDAY 14TH NOVEMBER 2017 AT 7PM.

In attendance:

Cllr. J. Evans – Chairman (arrived late)	Cllr. J. Oatham – Vice Chairman	Cllr. J. Pettitt
Cllr. P. Spires	Acting Clerk – Karen Kuderovitch	Linda Whitefield (new Clerk)

£ = Expenditure decision

👍 = Decision required

Note: Cllr. Oatham opened the meeting until the Chairman arrived at item 137.

132.	Members' Apologies for Absence Cllr. R. Bush – holiday. Cllr. B. Edwards – holiday. Cllr. D. Gibson – working.
133.	Declarations of Interests None declared
134.	Minutes of the Meeting Previous Meeting 👍 The Minutes of the Parish Council Meeting held on 10 th October 2017 were deferred to be accepted and signed at the December Meeting. The Minutes from the Extraordinary Parish Council Meeting held on Monday 6 th November also deferred to December Meeting,
135.	Public Forum The Chairman allowed a maximum of ten minutes for member of the public to address the Council. Four members of the public were present, three being the applicants for the two vacant positions. All three were invited to address the Council with their background and reasons for interest in becoming a Councillor. One application withdrew his application but offered his services to the Council to help in any way.
136.	Co-option Policy/Co-option for Vacant Councillor Positions 👍 <i>It was resolved</i> to accept the policy. The first vacancy was applied for by Mrs J. Peters and the Council took a vote and <i>it was resolved</i> unanimously to accept Mrs Peters for the position. The second position had only one applicant, Mrs H. Theckston and Council took and vote and <i>it was resolved</i> unanimously to accept Mrs Theckston for the position. The successful candidates and the Proper Office signed the Declaration of Acceptance of Office and joined the meeting. Clerk to provide support for the new Councillors.
137.	Planning 👍 To consider the following planning applications and to agree comment to the local Planning Authority: - FUL/MAL/17/01128 PP – 06291462 – Land East of Bradwell Power Station Application to carry out preliminary ground investigations & associated works in connection with a potential new Nuclear Power Station at Bradwell-on-Sea, use existing building as core storage area & form site compound with associated parking area. PC: No comments. The Clerk recommended a planning policy for Council to follow and Cllr. Spires suggested a representative be appointed to the LCLC Parish Councils Committee. WTPO/MAL/17/01207- 25 North Drive Mayland Essex CM3 6AG T1. Oak – reduce the crown radius by 3m and reduce the height by 2m Planning decisions and appeal decisions noted (made by the local Planning Authority). PC:



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Supported.

Cllr. Spires, in his capacity of Chairman of the Neighbourhood Planning Committee read a statement in connection with a complaint and this statement forms an attachment to these Minutes.

138.

Finance 👍 £

- a) The Financial Regulations to be reviewed – deferred to December 2017,
- b) Internal Audit – Clerk advised that the Internal Auditor should be changed every three years and as the current one had been in place over three years and new one be engaged. EALC had provided a list of names of people qualified to undertake this service. **It was resolved** to find a new Internal Auditor.
- c) **It was resolved** by a majority vote to accept a quote from Ahead 4 for £450 the development of a new web site and £120 per annum on going charge. All data from the old web site would be moved across and the Acting Clerk to assist the new Clerk with the instruction of how to update.
- d) Training – The Clerk recommended the Essex Association of Local Councils in-house training for all Councillors (compulsory), tailoring the course modules specifically for West Hanningfield. **It was resolved** to proceed using the training budget of £1,000 for 17/18. Clerk to discuss with the EALC with a view to it being in January/February 2018.
- e) **It was resolved** to accept the final invoice in relation to the extension/refurbishment of Lawling Park Hall totalling the amount of £31,921.00 & VAT. Clerk to send any snagging items to the company.
- f) **It was resolved** to hold the Extraordinary Parish Council Finance Meeting on Tuesday 19th December 2017 @ 7pm to set the Precept for 18/19 to be submitted to Maldon District Council
- g) **It was resolved** to spend £17 for Poppy Wreath to be drawn from Chairman's Allowance.
- h) Clerk advised that the funds being held for projects may need clearer identification.
- i) The following payments were approved against the invoices presented (invoices & cheque stubs to be initialled).


Date	Chq	Payee	Service/Supply	Amount £	VAT £
14.11.17	104517	RC Baker Designs	Curtain Tie Back for Lawling Park Hall	40.14	6.69
14.11.17	104518	Newquest Media Group	Advert for Clerks position	79.20	13.20
14.11.17	104519	SSE Scottish Hydro	Electricity for Changing Rooms, Lawling Park	47.52	2.26
14.11.17	104520	SSE Scottish Hydro	Electricity for Lawling Park Hall	200.49	9.54
14.11.17	104521	Royal British Legion	Remembrance Sunday Wreathm Poppy (Chairman's Allowance)	17.00	
14.11.17	104522	Maldon District Council	Community Protection Services	220.32	36.72
14.11.17	104523	Mr L Rose	Hall Hire Deposit refund	50.00	
14.11.17	104524	Mr S Gregory	Hall Hire Deposit refund	50.00	
14.11.17	Cash	Elaine Alabaster	Hall Hire deposit refund	50.00	
14.11.17	104525	Mrs J Evans	Gift for clerk	31.50	
14.11.17	104526	M.J. Garwood	Football Pitch	257.50	
14.11.17	104527	M J Garwood	Grounds Maintenance	1185.52	
14.11.17	104529	Eastern Building Group	Final balance for Lawling Park Hall Refurbishment	38305.00	6384.00
14.11.17	104532	SSE	Street Lights	112.17	5.34
TOTAL				40646.36	6457.75

Staff Wages/Expenses

14.11.17	104528	Mrs K Kuderovitch – Locum Clerk	
14.11.17	104530	Mr D Leete	



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	14.11.17	10453	Mr A Kemp		£1,317.57
	Receipts				
	11.10.17	100361	Elaine Alabaster	Hall Hire Sat 7 th Oct	72.00
	11.10.17	100362	Elaine Alabaster	Deposit Hall Hire	50.00
	11.10.17	100363	Sarah Walsh	Hall Hire 9 & 11 th Oct	24.00
	11.10.17	100364	Debbie Down	Hall Hire	15.00
	11.10.17	100365	Various	Tennis Court Hire	13.80
	7.11.17	100366	Debbie Down	Hall Hire 17 th & 20 th Oct	16.00
	7.11.17	100367	Simon Burn	Hall Hire – deposit 18 th Nov	50.00
	7.11.17	100368	Simon Burn	Hall Hire – 18 th Nov	32.00
	7.11.17	100369	Sarah Walsh	Hall Hire 16/18/23 rd Oct	24.00
	7.11.17	receipt	Sarah Walsh	Hall Hire 3.11 – 15.12.17	168.00
	23.10.17	47244	HMRC	VAT Refund July-Sept 2017	7647.30
	TOTAL				8112.10
139.	Lawling Park Committee including Bakersfield, Lawling Playing Field & Dog Walk Area Councillors noted receipt of the draft minutes from the October LPC meeting.				
140.	Neighbourhood Plan Committee Cllr. P. Spires reported on a recent meeting with MDS and gave details of a mapping device coming to the Parish Council which will assist when looking at the type of housing residents would like to see built and identifying the areas.				
141.	Parks & Open Spaces including George Everitt Memorial Park, Cardnell Brothers Memorial Park Field & Mayland Nature Reserve Cllr. P. Spires reported from the on-site meeting held on Monday 6 th November with Maldon District Council where advice was given by MDC after surveying the Parish Council land, with finding ways to reduce dog excrement and ensuring safety of all users of the area. Cllr. Spires gave details of adopting a code and the possibility in the future of the Rangers being able to stop and challenge & fine offenders and details of a possibility to enforce a total ban in some areas, should the need arise. Clerk suggested a poster be made and details put in the Mayland Mayl. Investigations to be made into the Russian Vine works, the dog bun at Gladwell Road and a suggestion that fencing at George Everett Memorial Park needs replacing. Cllr. Spires reported on a new source of funding from Essex County Council being administered by the EALC, and up to £10K was available quarterly to constituted organisations.				
142.	Village Environment including Lighting, Vandalism, Sea Wall, Transport Nothing reported.				
143.	Parish Council Office  Cllr J. Otham reported two printers had been purchased but not the office furniture. The Clerk reported the new PC and lap top were in place. The Clerk suggested a plan of the office be created. Chairman reported that Eastern Building Services had visited the office and would quote for a new new window and/or separate access door (this would come under the Lawling Park Committee meeting). The Clerk to advise of further action points to ensure the office meets current regulations.				
144.	Correspondence No correspondence received. Clerk advised for the address to be changed from the previous Clerk to the PC Office.				
145.	Items for Next Agenda Clerk to ask via e-mail also.				
	Chairman to ask for a vote to close the meeting for the following confidential item:				
146.	Personnel Committee Report.				



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The Chairman gave details of the appointment of a new Clerk. Linda Whitefield who had started with the Council on 14/11/2017 on a three month trial basis and pending two references

K. Kuderovitch, Acting Clerk

DRAFT