



Minutes
of the meeting of
MAYLAND PARISH COUNCIL
held in the Lawling Park Hall
on Tuesday 13th March 2018
at 7.05 p.m.

Present: Cllr Evans (Chairman) Cllr Oatham (Vice-Chairman)
Cllr Pettitt Cllr Spires
Cllr Theckston Cllr Peters

Clerk: Mrs L Whitefield

208 Members' Apologies for Absence

Cllrs Edwards and Bush.

Apologies from D/Councillors Penny Channer, Michael Helm and Beverley Acevedo.

209 Declarations of Interests

None

210 Minutes of the Previous Meeting

Cllr Spires proposed accepting the minutes from the meeting held on 9th January 2018. Cllr Pettitt seconded the proposal. All in favour. The minutes were signed and dated as a true record.

Cllr Oatham proposed accepting the minutes from the meeting held on 13th February 2018. Cllr Spires seconded the proposal. All in favour. The minutes were signed and dated as a true record.

211 Public Discussion

D/Cllr Penny Channer sent her report by email:

- I can advise that MDC has responded to the Mayor's London Plan raising several concerns.
- We have responded to the Chelmsford City Council draft Local Plan which is planning 1100 houses plus retail etc at South Woodham Ferrers. We attend their Duty to Co—operate Meetings. I go with an officer and we have asked to be included in their master planning for the proposal.
- We have responded to Rochford District Council with regard to their Issues and Options Paper to do with their LDP..
- Our consultation with respect to our Renewable Energy and Low Carbon Supplementary Planning Document.
- The Government have released for consultation their reviewed NPPF.
- We have put on the NLAG conference at Five Lakes. NLAG being the Nuclear Local Authority Group.

A member of the public arrived at the meeting at 7.26pm

Cllrs Theckston and Peters arrived at the meeting at 7.30pm

212 Councillor Vacancy

Cllr Evans read out an application from one applicant. Those who knew her thought highly of her and so it was agreed to invite her to the next MPC Meeting in April. Clerk to action.

213 Planning

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

- **HOUSE/MAL/18/00184**

Convert Chalet style dwelling to No. 1 two storey house together with single storey rear extension and conservatory at 115 West Avenue, Mayland.

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

- The roof height is over and above the neighbouring properties

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

- **FUL/MAL/18/00177**

Proposed residential development comprising two single storey 4 bedroom dwellings, with roof accommodation, associated covered parking and garden store facility with access provided to existing nursery to the west of the site at Land Adjacent, The Homestead, Grange Avenue, Mayland, Essex.

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

- They are out of character for the parish.
- The development is outside the present settlement area of the village.

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

- **FUL/MAL/18/00285**

Replacement bungalow at 134, Imperial Avenue, Mayland, Essex

This was a late application so it will be added to the next MPC meeting.

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

- **HOUSE/MAL/17/01428**

Front extension comprising entrance, gym/garage with mezzanine study
River Lodge 120 Imperial Avenue, Mayland, Essex

REFUSE

- **FUL/MAL/17/01460**

Proposed 3 bed dwelling house – chalet style
Land adjacent to 104 Imperial Avenue, Mayland, Essex

REFUSE

214 Finance

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

PAYMENTS

Date	Payee	Service/supply	£ Gross
19-Feb-18	Enhanced Security Solutions	CCTV Equipment (to replace chq 4556)	1,992.00
13-Mar-18	WFP Fire & Security	Fire Alarm Maintenance	130.80
13-Mar-18	Maldon District Council	Park Ranger Services- January	220.32
13-Mar-18	MPC Staff	Staff Wages	2,368.01
13-Mar-18	Mrs L Whitefield	Expenses (Mileage & Car park)	53.90
13-Mar-18	Mrs L Whitefield	Voip fone Fee	2.40
31-Mar-18	HMRC	Tax & NI	943.51
			5710.94

RECEIPTS

07-Feb-18	HMRC	VAT Refund Nov-Dec 2017	7,510.43
23-Feb-18	Loren Allen	Hall Hire & Deposit 7/7/18	82.00
23-Feb-18	Debbie Down	Hall Hire 6/2 – 23/2	32.00
23-Feb-18	Village Fete Committee	Hall Hire 20/4/18	36.00
06-Mar-18	Sarah Walsh	Hall Hire March	128.00
06-Mar-18	Lisa Bridges	Hall Hire & Deposit 21/4/18	74.00
06-Mar-18	Hayley Allen-Dudley	Hall Hire & Deposit 27/5/18	80.00
06-Mar-18	Cash	3 x Filing cabinets	15.00
			7,957.43

PETTY CASH

12-Feb-18	Poundland	BluTac/Paper clips	2.00
22-Feb-18	Lidl	Over door hooks	3.00
08-Mar-18	Jean Hawkes	Curtain tie backs	10.00
			15.00

Cllr Oatham queried payments to WFP and Staff Wages.

Cllr Evans and Cllr Spires signed the cheques and Cllr Pettitt verified and signed the bank reconciliations.

An application for a debit card was signed by Cllrs Oatham and Spires.

Discussion about whether membership in RCCE was beneficial to the Clerk. Clerk to make enquiries and report back.

215 Clerk's Report

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

216 Lawling Park Committee *including Bakersfield, Lawling Playing Field & Dog Walk Area*

Councillors noted receipt of the draft minutes from the February LPC meeting.

- Lawling Car Park – Discussion surrounding putting signs up in the car park and leaving the car park open. Decision to leave closed in freezing weather until further discussion.

Cllr Pettitt left the meeting at 8.26pm

Cllr Theckston left the meeting at 8.30pm

- Maldon District Council – Service Level Agreement was discussed and all in favour to continue the park ranger service. Agreement was signed by Cllr Evans.
- Fire Alarm System – Discussion about needing a Risk Assessment from WFP to add another smoke detector in the hall. It was decided to obtain a quote from Darren Whitefield.
- Notice Board – Cllr Oatham will check if existing notice board will fit at All Seasons. Clerk to purchase one for the hall.
- Hall use – Hall rates to be discussed at a separate meeting.
Cllr Spires will visit the Dodgeball class and assess situation.
- Storage Cupboard – Quote from EBS considered. To obtain further quotations. Clerk to action.

217 Neighbourhood Plan Committee

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

Details for Village Festival to be confirmed.

218 Parks & Open Spaces

It was reported that an off – road vehicle went through the bollard near Bakersfield and drove through the crops in Latchingdon.

Picnic benches and Litter Bins in MNR need to be painted. Clerk to action.

219 Village Environment

None

220 Footpaths

Discussion on the condition of the paths and roads in Bakersfield. Cllr Oatham suggested we contact MDC to source contractor working in Maldon at Limebrook Road. Clerk to action.

221 CCTV

- Still to find out when new CCTV will be installed.
- Suggestion to install CCTV to cover Bakersfield Walk
- Trees need to be trimmed in Bakersfield Car Park to enable CCTV to have a clear view of the gate. Clerk to contact Garwoods to action.

222 Office

- A day was decided to sort the office files – Thursday 15th at 1pm.
- Options discussed for new boardroom table

223 Staff

- Councillor Training – Discussion about what topics to be trained on. Clerk to action.
- Pension – A decision to find a pension paying 7%. Clerk to source.
- Contract – Cllr Evans has called a personnel meeting for 23rd March at 2.30pm to discuss clerks contract and pension
- DHGPC meeting – Clerk to contact Cllr Edwards to find out if he can attend.

224 Correspondence

- Thank you card from St Barnabus was read out by Cllr Evans. It thanked the Council for the chairs.

- NHS Trust meeting – Cllr Evans volunteered to attend this
- BEARS – Request read out asking for a funding grant. Agreed not to help as this is outside of our parish.

225 Items for Next Agenda

- CCTV
- Cupboards
- Parish Assembly in April
- Annual Review

The meeting was closed at 9.30 pm.

Date of next meeting, Tuesday 10th April 2018

