



Minutes
of the meeting of
MAYLAND PARISH COUNCIL
held in the Lawling Park Hall
on Tuesday 10th April 2018
at 7.03 p.m.

Present: Cllr Oatham (Vice-Chairman) Cllr Pettitt
Cllr Spires Cllr Bush
Cllr Edwards Cllr Peters

Clerk: Mrs L Whitefield

In attendance: D Cllr Penny Channer , 1 member of the public

226 Members' Apologies for Absence
Apologies from Cllr Evans due to illness.

227 Declarations of Interests
None

228 Minutes of the Previous Meeting
Cllr Spires proposed accepting the minutes from the extraordinary meeting held on 23rd January 2018. Cllr Edwards seconded the proposal. All in favour. The minutes were signed and dated as a true record.
Cllr Spires proposed accepting the minutes from the meeting held on 13th March 2018. Cllr Peters seconded the proposal. All in favour. The minutes were signed and dated as a true record.
Cllr Bush proposed accepting the minutes from the extraordinary meeting held on 27th March 2018. Cllr Edwards seconded the proposal. All in favour. The minutes were signed and dated as a true record.

229 Public Discussion
D/Cllr Penny Channer sent her report by email:

- The Chairman of the Council's Business Awards event had taken place at Stow Maries Aerodrome and one of the winners was Secret Hamper, a business run by Nigel Richardson. The business operates from north of the Blackwater ,from Beckingham Business park, offering a range of brilliant hampers which offer packages of everyday goods rather than luxury items.
- Cllr Penny Channer had attended the Aquila Site (Blackwater Retail Park) 'Topping Out ' ceremony . NEXT, Costa Coffee, Aldi, Home Bargains and a well-known sports clothing etc outlet have confirmed that they intend to come and will occupy some of the retail units.
- The Overview and Scrutiny Committee at Maldon District Council was reviewing and looking at the administration of leases, licences and moorings, an overview of the management of berths with respect to the river. Also scrutiny of Communications with regard to the telephony system at the Council, the emails system and also the Digital Strategy agenda.
- At a recent Full council meeting, following consideration at committees and their subsequent recommendations, the Council made a decision that it can no longer (having supported for numerous years) commit further resources or officer time to the health hub project at this time. The Council has always recognised that it is the NHS/Mid CCG (Clinical Commissioning Group) that needs to determine the services required. The Council will

consider its support again once the NHS/CCG brings forward a way for clear outcomes with regard to services/the project. As soon as there is any positive news from the NHS/CCG with respect to the project the Parish Council will be advised.

- The Police Consultation on Essex Police Funding with regard to the use of additional funding from the Police Precept towards an additional 150 officers was reported on. Recent news indicated that Maldon and Chelmsford were to get an additional 12 officers. 6 for the Local Policing Team and 6 for the Community Policing team with the Community Policing Team working closely with and to the same priorities as the Maldon Community Safety Partnership. The Local Policing Team with 6 extra officers will mean that Maldon will benefit from increased 24/7 cover to respond to incidents.
- The MDC Community Services Committee had considered at a recent meeting an updated Memorial Policy. Plans for the locations of memorial benches in Council open spaces including cemeteries were referred to.
- Also the same Committee had considered a Waste Task and Finish Working Group for reviewing the 1st two years of the Waste Contract.
- The Finances and Resources Committee had considered the Treasury Management and Annual Investment Strategy 2018-2019 which would have to be approved by Full Council. It also considered a Mileage and Expenses Policy for staff as well as a Data Protection Policy.

A resident spoke about planning at 33 Princes Avenue - Planning application 00341. This resident understands why the previous application was rejected by the planning committee due to the large dormer window to the rear of the property. The revised application has changed the design back to the original footprint. It has also allowed for additional parking on the drive to resolve the problem of parking issues.

Cllr Edwards remarked on the issues with the infrastructure ie drainage, when two properties are put on one site.

230 Councillor Vacancy

- The vacancy was applied for by Sharon Sibthorpe and the Council took a vote and it was resolved unanimously to accept Ms Sibthorpe for the position. Cllr Oatham welcomed her to the position and requested that she sign a Declaration of Acceptance of Office and join the meeting. Cllr Spires explained about the subcommittees and encouraged her to enrol on one of them to take on additional roles.
- Discussion on the reasons we need additional councillors on the Council.
 - Population has increased in the village
 - Workload has increased
 - Help with sub-committees
 - The need to get things accomplishedClerk to contact Maldon District Council to advise.

231 Planning

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

- **FUL/MAL/18/00341**

Erection of 2 No. 3 bedroom dwellings to replace existing dwelling at 33, Princes Avenue, Mayland, Essex, CM3 6BA.

4 Object, 2 undecided, 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 additional residential space may lead to increased parking requirements
- This proposal is on a bus route so parking could cause added congestion.

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

- **FUL/MAL/18/00280**

Construction of an apple storage barn at Land North West of Riversleigh Nipsells chase, Mayland.

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

- Materials used for apple prep area not suitable for drink production.
- Wash down of prep area would be required
- Office space open to Prep area
- Only one entrance to store area and prep area. - No means of escape for staff. And no fire escape too?
- Entrance to store is not off hardstanding area
- Cross contamination of fruits and nuts could be anise. Material flow crosses paths several times.
- No ventilation in store
- No ventilation in office and prep area.
- Layout of prep area not defined. Equipment, sinks, fermentation area etc.
- Small fermenter vessel size would suggest that many more would be required.
- Access to hard standing from north, existing site has a southern entrance which would be more suitable.
- Such a small building could affect the sustainability of cider production from info given.
- No info on how equipment is to be sterilised, chemical or steam?

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

- **FUL/MAL/18/00174**

Change of use of office to carers accommodation at 62, Nipsells Chase, Mayland, Essex

All agreed – There were no objections to this application providing this property stays as one property with an annexe.

- **HOUSE/MAL/18/00205**

Rear single storey extension, enclose stilt undercroft and create new main entrance at The Homestead, Grange Avenue, Mayland, Essex

All agreed – There were no objections to this application.

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

- **HOUSE/MAL/17/00052**

Dismantling of existing conservatory and build a single storey extension at Ashmead, Mayland Close, Mayland

APPROVE

232 Finance

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

PAYMENTS

Date	Payee	Service/supply	
10-Apr-18	Maldon District Council	Park Ranger service February/March	440.64
10-Apr-18	Office IS	Office supplies	30.07
10-Apr-18	Calibre Office Furniture & Interiors Ltd	Boardroom Table	661.20
10-Apr-18	Rialtas Business solutions Ltd	Online Training	84.00
10-Apr-18	Brown Brothers Distribution Ltd	Gravitex paint for Skate Park	360.72
10-Apr-18	Office Furniture Online	Noticeboard and push pins	37.20
10-Apr-18	Mrs L Whitefield (£198.84)	Voip fone Top up & Fee	12.40
		Petty Cash	150.00
		Bollard/Staples	36.44
10-Apr-18	Mr R Restell	Deposit Refund for 5/4	50.00
25-Apr-18	MPC Staff	Staff Wages	1619.58
			3482.25

RECEIPTS

01-Mar-18	Sirran Elves	Hall Hire February	104.00
12-Mar-18	Virgin Care Services (Stay & Play)	Hall Hire Up to March	160.00
14-Mar-18	Mayland Football Club	Pitch Hire March	160.00
14-Mar-18	D Down	Hall Hire 27/2 -16/3	48.00
19-Mar-18	E. Havis	Hall Hire March/April Zumba	144.00
28-Mar-18	Sirran Elves	Hall Hire March	106.00
28-Mar-18	Mayland Football Club	Pitch Hire April/Container Fee/Hall Hire 16/6	287.00
28-Mar-18	D Down	Hall Hire 20/23/27 March	24.00
			1,033.00

PETTY CASH

Date	Payee		
15-Mar-18	All Seasons	Storage Boxes for office	10.00
20-Mar-18	Post Office	Stamps	14.52
21-Mar-18	Lidl	Rubbish Sacks	0.95
28-Mar-18	All Seasons	Storage Boxes for office	20.00
29-Mar-18	Wickes	Gloves, wall filler	7.00
05-Apr-18	Makro	Cleaning products	73.24
			125.71

Cllr Oatham and Cllr Spires signed the cheques and Cllr Oatham verified and signed the bank reconciliations.

Discussion about whether membership in both NALC and EALC was necessary. Clerk to find out.

233 Clerk's Report

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

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

- Broken sign on gate needs to be replaced. Clerk to find a quotation.
- Broken post on the tennis court to remain while it is being decided how to refurbish this area.
- A quote was considered from Garwoods to cut back the trees on the Bakersfield car park. A further quote is to be obtained by the Clerk to compare.

235 Neighbourhood Plan Committee

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

- Discussion about renovating the Henry Samuel Hall. Cllr Edwards to contact Miriam Holden to arrange to see the hall before a decision is made.
- Meeting to be held on 11th April to discuss the village festival
- Cllr Edwards will produce a newsletter to go in the Mayland Mayl.

236 Parks & Open Spaces

Discussion about flooding on the tennis courts and path near the Lawling Park Hall. It was suggested to dig a trench to the ditch to stop the flooding.

237 Village Environment

- Bus stop shelter has been damaged by an accident. This has been reported to ECC.
- Report of cars being parked on the pavement in Hillcrest. Clerk to contact CPO.

238 DHGPC

- Planning Trigger – It was resolved to send a letter to MDC as soon as possible regarding the parish trigger and the need for one hard copy of planning applications. Clerk to action.
- It was resolved to nominate Cllr Edwards to represent Mayland Parish Council at the DHGPC meetings.
- Discussion on the role of CPO who can monitor parking and issue penalty notices.
- Enforcement notices- There is a department at MDC that deal with any complaints but they are so far behind that nothing is being done. Letter to be written to enforcement agency to complain of this. Clerk to action.
- Next meeting in June needs a volunteer to attend as Barry is away.

239 CCTV

Work on new cameras on hold until the weather improves

240 Office

- General Data Protection Regulation – information from MDC to monitor this for the council
- Web site – It was suggested that more data be added to the web site to pass on relevant information.

241 Staff

- Councillor Training – Modules to be emailed to all councillors for training.
- Pension – Clerk to follow up with Pension scheme.
- Contract – Discussion about clerks Contract. Few points need to be confirmed.

242 Correspondence

- Footpath - ELS objection to the footpath. Cllr Spires to request meeting
- RCCE – No request to be entered into the village of the year competition
- MDC corporate plan given out to councillors
- TPO order sent to us from MDC. Three trees now have a TPO.

243 Items for Next Agenda

The meeting was closed at 9.34 pm.

Date of next meeting, Tuesday 8th May 2018

