



**Minutes**  
of the meeting of  
**MAYLAND PARISH COUNCIL**  
held in the Lawling Park Hall  
on Tuesday 14<sup>th</sup> June 2022  
at 7.00 p.m.

**Present:** Cllr Haywood (Chairman)                      Cllr Chandler  
                  Cllr Bush    Cllr Spires  
                  Cllr Oatham    Cllr Todd  
                  Cllr Harding

**Clerk:** Mrs L Whitefield

**In attendance:** 2 Residents

**33 Members' Apologies for Absence**

Cllr Morris gave apologies  
D/Cllr Penny Channer and D/Cllr Michael Helm both gave their apologies

**34 Declaration of Interests**

None

**35 Minutes of the Previous Meeting**

Cllr Chandler proposed accepting the minutes from the Annual Parish Council Meeting held on 10<sup>th</sup> May 2022. Cllr Harding seconded this proposal. All in favour.  
Cllr Spires proposed accepting the minutes from the Extraordinary Parish Council Meeting held on 24<sup>th</sup> May 2022. Cllr Chandler seconded this proposal. All in favour.

**36 Public Discussion**

- A resident thanked Chairman Haywood for all her hard work to put on the Jubilee event. Even though others were helping, she recognised that this event would not have taken place if it was not for her.  
Cllr Spires backed this comment up saying that he has spoken to many residents who had nothing but praise for this event.

*Cllr Bush joined the meeting at this point*

**37 Planning**

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

- **22/00649/HOUSE PP -11272475**

**Proposal:** Proposed linked double garage with new front wall

**Address:** St Lawrence 105 Imperial Avenue, Mayland

All objected to this proposal, therefore the recommendation to MDC is the refusal of this proposal. The following reasons are given:

- Out of keeping with the street scene
- Access problems onto drive
- Appearance detrimental for neighbours

**DECISIONS****VAR/MAL/21/00720**

Section 73A application for the variation of condition 2 (approved drawings) and removal of condition 6 (boundary treatment) of planning permission 16/01492/FUL (Proposal for a replacement dwelling to re-establish the street frontage along Sea View Parade).

Seal Point 10 Sea View Parade, Mayland

**REFUSED**

**HOUSE/MAL/22/00398**

Demolition of existing conservatory and erection of rear extension, front and rear dormer roof alterations and front porch (amendment to previous grant of planning permission 20/01257/HOUSE to increase the depth of the front and rear dormers).

Wicke Pin 9 Katonia Avenue, Mayland

**REFUSED**

**HOUSE/MAL/21/01254**

Proposed front porch extension, garage extension and conversion, proposed ground floor rear extension

Celandar 22 Nipsells Chase, Mayland

**APPROVE**

**21/00705/HOUSE**

(appeal Ref: APP/X1545/D/3290185)

12 Esplanade

**Appeal Dismissed**

**38 Finance**

- Cllr Harding proposed that following advice from a training course he had attended, the Parish Council staff wages are read out as a total sum at meetings. Cllr Todd seconded this proposal. 6/7 councillors voted in favour. Cllr Oatham objected to this proposal.
- All Councillors received a list of all payments and receipts. The approved payments and receipts are listed below: -

<b>PAYMENTS</b>			<b>NET</b>
<b>Date</b>	<b>Payee</b>	<b>Service/supply</b>	
09-May-22	SSE Electricity	Scout HQ Electricity	572.02
09-May-22	Fasthosts	Monthly subscription for website	1.00
16-May-22	Anglian Water	Water Supply Oct-April 2022	100.66
16-May-22	Voipfone	Renewal Fee	3.00
19-May-22	County Broadband	WiFi	24.17
19-May-22	Amazon	Glue dots/Glitter/Foam stickers	10.78
19-May-22	Amazon	Craft pom poms, laminating pouches, jewels, stickers	29.29
19-May-22	Amazon	2 x cutlery trays for kitchen	29.98
19-May-22	Amazon	3 sets of Jubilee crown making kits	35.79
19-May-22	Amazon	20 x clear name tags badge ID holders	10.82
20-May-22	L Maskell	Deposit Refund 14/5	75.00
23-May-22	Makro	Sweets, serviettes for Jubilee	81.10
29-May-22	Amazon	Red and white barrier tape	7.49
30-May-22	Matt Cross	Deposit Refund 21/5	75.00
06-Jun-22	Lala's Facepainting UK	Balance of monies for Jubilee event	100.00
06-Jun-22	Mr J Jackson	Monies for Double Tops duo at Jubilee event	150.00
07-Jun-22	Fire Safety Store	3 x Fire Extinguishers for hall	115.05

07-Jun-22	Mrs L Haywood	Food, drink, plates, prizes, material for jubilee	183.65
09-Jun-22	County Broadband	WiFi	24.17
12-May-22	RCCE	Finance Course for treasurers training – L Haywood	60.00
16-May-22	Maldon District Council	Engagement officers – April	431.28
04-May-22	Clearwater Technology	Water testing in hall	241.30
30-May-22	Troy Planning Ltd	Preparation of draft consultation material	1250.00
31-May-22	EALC	2 x Training days for R Harding	180.00
16-May-22	Wire Free Protection	Fire alarm maintenance	178.00
16-May-22	Wire Free Protection	Fire Extinguisher Maintenance	74.80
06-Jun-22	MSJ Garwood	Overmarking pitch 5/5	118.45
06-Jun-22	MSJ Garwood	Grounds Maintenance May	2,556.36
07-Jun-22	S Type Security	Security patrols May	280.00
08-Jun-22	High Street Safari	Jubilee trail	499.00
08-Jun-22	SLCC Essex	AGM & Training Day	25.00
13-Jun-22	Maldon District Council	Annual Play inspection	186.00
14-Jun-22	Mrs L Whitefield	Petty Cash Top up	58.59
14-Jun-22	NEST	Staff Pension	156.99
24-jun-22	MPC Staff	Staff Wages	2,293.22
30-Jun-22	HMRC	Tax & NI	1,795.42
			<b>13,086.77</b>

#### RECEIPTS

10-May-22	SSE Electricity	Refund after meter reading	4.42
11-May-22	K Angell	Hall Hire & Deposit 30/10	66.00
12-May-22	Mayland Football club	Fees for April/May	360.00
18-May-22	Knightswood Community	Hire fees for coffee morning	96.00
18-May-22	Casual Hirer	Tennis court fees	20.50
27-May-22	Groundwork UK	Grant for Neighbourhood Plan	7,447.00
30-May-22	G Morris	Donation for Facepainting at Jubilee event	200.00
30-May-22	BBQ Van	Donation for Jubilee event	30.00
30-May-22	Casual Hirer	Tennis Court fees	32.00
06-Jun-22	A Powl	Hall Hire & Deposit 26/6	123.00
09-Jun-22	Donations/Pizza/Slush/Ices	Donations from Jubilee Event	254.51
			<b>8,633.43</b>

#### PETTY CASH

16-May-22	Ebay/Home bargains/Lidl	Balloons, Tennis racket, crayons, chalk, game	26.09
12-Jun-22	Home Bargains	Toilet roll	7.33
14-Jun-22	Mayland Service Station	Fuel for strimmer	15.41
			<b>48.83</b>

- Cllr Spires proposed that these payments be accepted. Cllr Harding seconded this proposal. All in favour.
- **Earmarked Reserves** – A new General Reserves Policy has been created by the Clerk. It points out what General reserves and Earmarked reserves are and what they can be spent on. If money is held in Earmarked reserves for specific projects then it can be moved in the case of an emergency to the General Reserves with the approval of the Council. Cllr Haywood proposed adopting this policy. Cllr Todd seconded it. All in favour.
- **Grants for Churches** – The Clerk had forwarded NALC Legal Note 01-18 – “Financial Assistance to the Church” to all Councillors prior to the meeting. The advice was noted that grants cannot be given to fund church buildings themselves but agreed that funds can be granted for maintenance projects if they were received. Cllr Haywood proposed this and Cllr Harding seconded this. All in favour.

**39 VAT**

The internal auditor had pointed out that currently the council is not registered for VAT. However, the Council undertakes taxable activities such as hall hire, pitch hire and sale of memorial plaques. VAT Notice 749 was given to all Councillors to read and other advice obtained. Discussion took place and it was resolved to look into this further and to seek further advice whether this is necessary.

**40 Standing Orders** – Item 18f in the model Standing Orders 2018 has been updated and Cllr Haywood proposed that this be accepted. Cllr Harding seconded this. All in favour. Clerk to update the website.

**41 Clerk's Report**

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

**42 Lawling Park Committee** *including Bakersfield, Lawling Playing Field & Dog Walk Area*  
Cllr Spires updated the council from the last Lawling Park Committee meeting.

- **Ten year Plan** – Review of plan and addition of sensory garden along Bakersfield
- **Fees** – All fees reviewed and it was resolved to keep Hire fees, Football club fees and Plaque costs the same. The hire deposit was changed from £75 to £50.
- **Tennis Courts** – Quote discussed from Sports Surfaces Ltd for the fencing and different surfaces. There is £60,000 in budget for this project, some of which has been carried over from previous year's budgets. Grants will be obtained towards this also. Need quote to be revised from 3 metres high to 4 metres. Basketball nets to be purchased to put in single court and can be used by youth club. All surfaces to be cleaned and drains need to be added to make sure they work before any other surface is added.  
Cllr Spires proposed that £60,000 be spent on this project with Sports Surfaces Ltd. Three quotes have been received and this is the most reasonable. Cllr Haywood seconded this. All in favour.
- **Planning Permission** – Cllr Haywood proposed that a budget of £300 be set aside to obtain planning permission for the higher fencing for the tennis courts. Cllr Harding seconded this. All in favour.

**43 CCTV** – A new CCTV policy was discussed. A lot of points need to be changed. Another policy was considered from a neighbouring parish which is due to be adopted in June. It was agreed to wait until this policy is adopted and then look at producing a similar policy for our parish. A decision will be made in the July meeting.

**44 Village Environment**

- **S-Type Security** – No policy will be produced to report incidents with S Type Security
- **Defibrillator** - A resident has offered to purchase a new defibrillator near to the Industrial Estate along the Steeple Road in Mayland. Cllr Chandler proposed that this be agreed. Cllr Oatham seconded this. All in favour. Clerk to look for grants and pass on information.

**45 Neighbourhood Planning Committee**

- Update from recent Neighbourhood Planning Meeting. Leaflets, posters and questionnaires received from Troy Planning. Leaflets to be delivered to every house in Mayland before 9<sup>th</sup> July. Posters to be put in Mayl and on noticeboards. Consultation to be on 16<sup>th</sup> July 2022 in the hall. Sample questionnaire to be given to 10 people.
- Cllr Spires proposed that a cost of £164 be spent to get the leaflets printed. Cllr Harding seconded this. All in favour.

**46 Orchard Management Committee**

- **Update on progression of planning permission-** Cllr Haywood gave an update. Still waiting for permission to be granted to change the use of the land. Once this is received, another meeting will take place. The TPO application is on hold until change of use application received.  
Andy May has confirmed the grant for the pond but is waiting until planning permission received.
- **Review of local wildlife sites for Maldon** – Correspondence from Maldon District Council about new sites in our area for local wildlife areas. To inform about Nature reserve in Nipsells Chase and that there could possibly be another one in North Drive once change of use application has been granted.

**47 Matters for Next Agenda**

- Powers for Council staff
- Engagement Officers

The meeting was closed at 21.13pm