



**Minutes**  
of the meeting of  
**MAYLAND PARISH COUNCIL**  
held in the Lawling Park Hall  
on Tuesday 13<sup>th</sup> December 2022  
at 7.00 p.m.

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

**Clerk:** Mrs L Whitefield

**In attendance:** D/Cllr Penny Channer, 3 Residents

**90 Members' Apologies for Absence**

Cllr Morris, D/Cllr Michael Helm gave their apologies.

**91 Declaration of Interests**

Cllr Harding declared an interest in Planning application (3) – 61A West Avenue

**92 Minutes of the Previous Meeting**

Cllr Chandler proposed accepting the minutes from the Parish Council Meeting held on 8<sup>th</sup> November. Cllr Spires seconded this proposal. All in favour.

**93 Public Discussion**

None

**94 Planning**

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

- **22/00317/HOUSE PP -11587263**

First floor addition, two storey front extension and front porch  
29, West Avenue, Mayland

6 Councillors had no objection, 1 raised an objection. Therefore, the recommendation to MDC is no objection to this proposal. 2 councillors raised their concerns about the height of the new roof which was added as a comment on the response.

- **22/1063/VAR PP -11614821**

Section 73A application for the variation of condition 2 (approved drawings) 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

No Objections to this proposal

- **22/01181/WTPO PP -11718631**

TPO 02/04 T1 & T2 English Oak Trees – 7 metre crown lift, selective reduction of up to 2 metres and a crown thin of 20%  
61A West Avenue, Mayland

No Objections to this proposal

**DECISIONS**

- **HOUSE/MAL/22/01004**  
Two storey rear extension  
13 Hillcrest, Mayland

**REFUSED**

- **HOUSE/MAL/22/00963**  
Proposed front porch extension, garage extension and conversion, single storey rear extension, solar panels installation, air source heat pump installation  
Celandar 22 Nipsells Chase, Mayland

**APPROVED**

- **AGR/MAL/22/01047**  
Prior notification for timber frame forestry building  
84 Nipsells Chase, Mayland

**REFUSED**

- **HOUSE/MAL/22/01029**  
New detached garage to the front of the property  
93 Imperial Avenue, Mayland

**REFUSED****95 Finance**

- 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>	
02-Nov-22	Amazon	100 x punched pockets	5.82
02-Nov-22	Amazon	5 pack Narrow ruled paper	13.52
03-Nov-22	Amazon	5 reams of paper	24.15
08-Nov-22	County Broadband	Community WiFi	24.17
11-Nov-22	C Marshall	Batteries for speedwatch camera	8.48
11-Nov-22	Voipfone	Renewal Fee	3.00
14-Nov-22	Morrisons	Milk for remembrance day service	4.65
14-Nov-22	Morrisons	Balance for sandwich trays for remembrance day	40.00
14-Nov-22	Anglian Water Business	Water Charges	119.82
15-Nov-22	L Froud	Deposit Refund 12/11	50.00
15-Nov-22	E Carlin	Deposit Refund 12/11	50.00
17-Nov-22	SSE Electricity hall	Amended bill after meter reading	271.76
17-Nov-22	SSE Electricity changing Rm	Amended bill after meter reading	133.63
17-Nov-22	N Power	Street Lighting	215.48
21-Nov-22	Aldi	Cakes for remembrance service	9.30
14-Nov-22	Manor Tree Services	To cut goat willow behind 20 Bakersfield	300.00
24-Nov-22	A & J Lighting	For call out/lamp in Mayflower Walk	199.95
28-Nov-22	MSJ Garwood	For supplying Christmas tree and lights	229.15
05-Dec-22	MSJ Garwood	Grounds Maintenance November	1,421.62
05-Dec-22	MSJ Garwood	Pitch marking	236.90
29-Nov-22	Ideal Landscaping	To dig out and form path for Sensory garden	3,550.00

30-Nov-22	S Type Security	Security patrols November	420.00
01-Dec-22	Troy Planning	For meeting, draft and revision of NDP	2,295.00
06-Dec-22	SLCC	Membership for 2023	187.00
11-Dec-22	Manor Tree Services	To prune sycamore trees in Lawling park	225.00
13-Dec-22	Stow Maries PC	Grant payment for SCP/WIG transport assessment	250.00
13-Dec-22	Mrs L Whitefield	Petty Cash Top up	49.36
14-Dec-22	NEST	Staff Pension	233.73
23-Dec-22	MPC Staff	Staff Wages	3,291.23
31-Dec-22	HMRC	Tax & NI	2,071.16
			<b>15,933.88</b>

**RECEIPTS**

08-Nov-22	E Carlin	Hire fee & Deposit 12/11	146.00
09-Nov-22	L Froud	Hire Deposit 12/11	50.00
10-Nov-22	HMRC	VAT Refund Apr-Jun 2022	2,801.79
21-Nov-22	Essex County Council	Locality Grant Received for tool attachment	217.37
28-Nov-22	HMRC	VAT Refund Jul-Sep 2022	2,930.26
01-Dec-22	Jane Williams	Hall Hire 28/11	84.00
05-Dec-22	Various residents	Tennis Court fees	6.00
			<b>6,235.42</b>

**PETTY CASH**

03-Nov-22	DHGPC	Quiz night fees	45.00
01-Nov-22	Tesco	Mince pies	4.36
			<b>49.36</b>

- Cllr Haywood proposed that these payments be accepted. Cllr Harding seconded this proposal. Cllrs Oatham and Spires abstained from voting as disagreed with rise in staff wages following NALC/SLCC awards. Other councillors voted in favour.
- Bank Reconciliations verified and signed by Cllr Spires.
- The National Salary Awards 2022-23 have been received from NALC/SLCC. All pay scales have increased by £1 per hour and backdated to 1<sup>st</sup> April 2022. This increase has been agreed by the NJC (National Joint Council) which applies to all employees contracts. Letters have been sent to all employees. Cllr Spires proposed that a personnel meeting is held in January to discuss wages, contracts and other staff matters.
- The NJC has also agreed that from 1<sup>st</sup> April 2023, all employees covered by this National Agreement will receive an increase of one day to their annual leave entitlement. Currently the Clerk receives 25 days annual leave which will increase by 2 days following 5 years continuous service and with this additional day will mean that from 1<sup>st</sup> April 2023 the Clerk will receive 28 days annual leave. Cllr Haywood proposed that this be awarded as per contract. Cllr Chandler seconded this. Cllr Oatham abstained from voting. Other councillors voted in favour.
- Cllr Haywood proposed that Marks & Spencer vouchers for £20 be purchased for all volunteers who help the Parish Council in their duties. Cllr Chandler seconded this. All in favour

**96 Clerk Matters**

- Clerks Report – Each councillor has received an update on matters from the previous meeting.
- Declaration of Interest – Clerk reminded councillors who have not yet completed their new declaration of interest forms.

**97 Councillors Application**

An application form has been received to join the Parish Council. To review at next meeting.

**98 Budget**

All Councillors received a Budget Proposal for 2023/24.

Cllr Bush proposed to accept the Budget Proposal as prepared by the Clerk with a precept demand of £102,254 which has been increased by 2%. Cllr Harding seconded this. All in favour. The figures outlined in the Budget can be altered depending on changing needs. The Clerk will complete the Precept Demand and return to Maldon District Council. Cllr Spires thanked the Clerk for her preparation with the Budget.

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

A poll was carried out on Facebook to find out what equipment was most wanted in the small children's playground. The pirate ship and trampoline were most requested.

Quotes have been received from Playquip and Proludic for these items.

Cllr Spires proposed that a pirate ship be purchased from Playquip to include surfacing at a cost of £27,551. Fencing costs to be looked at by others to compare. Cllr Chandler seconded this proposal. All in favour. Grants to be applied for by the Clerk.

**100 Village Environment**

- Cllr Chandler proposed that a sign warning of concealed entrance to the Henry Samuel Hall, be placed on the bus stop along the Steeple Road. Cllr Spires seconded this proposal. All in favour.
- A new initiative for the Police to use the Lawling Hall for a hub to patrol the village was considered. Councillors wanted more information such as how often it would be used, whether the Henry Samuel Hall could be considered, key arrangements. Clerk to ask Police and then review at next meeting.

**101 Neighbourhood Planning Committee**

Update given by Cllr Spires:

- The draft NP has been completed which has been submitted to MDC for their comments
- This is a live document which is constantly evolving and could therefore be changed after MDC review it
- MDC not going to finish their LDP review until the end of 2023.
- No further meetings for NP committee until hear further from Troy Planning.

**102 Orchard Management Committee**

- Applied for TPO to form paths and trim trees
- Will wait for further advice from MDC
- Cllr Chandler to look at getting a temporary gate for entrance

**103 Matters for Next Agenda**

Cllr Chandler thanked the Parish Council for purchasing the lights and the Christmas tree for the village. Christmas market a success so will repeat in 2023.

The meeting was closed at 20.36pm