

# MUNDON PARISH COUNCIL

## MINUTES OF THE MEETING HELD ON TUESDAY 17 JANUARY 2023 AT 7PM IN THE VICTORY HALL

Email: [mundonparishcouncil@yahoo.com](mailto:mundonparishcouncil@yahoo.com)

Website: Mundon.org – Tel: 07789 342747

---

**Present:** Cllr Gavin Rowsell, Cllr Lynne Attfield,  
Cllr Kerry-Jane Wylie and Cllr Diane Leggett

**In Attendance:** Mrs Jackie Lines – Parish Clerk/RFO

**Members of Public** 9

**Meeting Commenced:** 7pm

### **106. Chairman’s welcome and to receive apologies of absence.**

Cllr Bennett offered apologies via Cllr Wylie – apologies accepted.  
Cllr Stamp offered apologies.

### **107. Declarations of Interest**

- a) To receive declarations of interest for any agenda items.  
Cllr Leggett declared an interest in agenda item 119.  
Cllr Attfield declared an interest in agenda item 118(b).
- b) Members noted their responsibility to make any changes to their register of interests within 28 days and to let the Parish Clerk know that it had been done.

### **108. Public Forum**

Owners of the land adjacent to Willow Grove provided an update as a courtesy to the Parish Council. Previous application, which the Parish Council supported with comments, was refused by Maldon District Council in October 22. A new application for outline planning will be submitted which has taken into account all points and concerns previously raised by consultees and neighbours.

A resident raised an issue with regard to the large quantities of straw debris on the Mundon Road affecting their land and there are concerns for the blocking of drains. The residents have discussed the problem with the farmer concerned to make them aware and suggestions to improve the issue have been voiced. A member of the Parish Council had also noticed the debris and raised the issue with the farmer. The matter may be taken further with Highways and local MP.

Clerk to review whether road sweepers still attend the village route.

### **109. Minutes of the previous meeting – 15 November 2022**

Minutes of the meeting of the Parish Council held on 15 November 2022 were approved and signed by the Chairman as a true and accurate record – unanimous decision.

### **110. Policies, Procedures, Risk Assessments and Contracts**

To consider and resolve any annual or new drafts:

- a) It was resolved to adopt the update of the Financial and Management Risk Assessment – unanimous decision.
- b) It was resolved to adopt the update of the Social Media and Electronic Communication Policy – unanimous decision.

### **111. County/District Councillors Report**

To receive reports from County and/or District Councillors – no reports received.

### **112. Transport**

Cllr Bennett was absent from the meeting – no report received.

### **113. The Furze**

- a) To receive an update on The Furze – the Wood Wardens reported, a few dead trees had fallen and dog fouling seemed a little better of late although it was felt some additional signs would be of benefit.
- b) Cllr Wylie had reviewed dog fouling systems and signs and reported - muck munchers were felt to be too much work to use for a community as more suited to domestic households. It was resolved to obtain x2 A4 signs detailing the law to be placed at the entrances and x4 A5 basic signs throughout The Furze requesting walkers to clean up after their dogs – unanimous decision.  
Clerk to organise purchase of signs.

### **114. Grass Cutting/Verges**

- a) Cllr Attfield reported – no grass cutting taking place at present as out of season.
- b) Verge replanting project – saplings to be purchased and planting project carried out prior to 31 March 2023.

### **115. Neighbourhood Watch**

Cllr Wylie reported that more fly tipping had occurred in Blind Lane and the culprits were spotted by a passer-by who noted the vehicle's business name. The details were forwarded to Maldon DC. Maldon DC confirmed that their Contractor had been instructed to clear the new fly tip.

MDC stated that they had also referred the matter to their Enforcement Team for further action as they had received numerous reports with details of the same alleged perpetrators fly tipping at other sites around the Dengie area.

On the 5<sup>th</sup> January there were reports of hare coursing in the village, the police attended and the perpetrators, 4 young men, were given verbal warnings.

It was also noted that recently a catalytic converter was stolen from a vehicle parked by the village hall and a Range Rover stolen from Main Road.

How to report possible offences, concerns or to give information, please contact:  
Essex Police via 999 for offences being committed at that time or online at [www.essex.police.uk](http://www.essex.police.uk), CrimeStoppers in order to give information anonymously — 0800 555 111

The next Chelmsford and Maldon Neighbourhood Watch meetings are 24th and 26th January. Visit [www.chelmsfordneighbourhoodwatch.org.uk/](http://www.chelmsfordneighbourhoodwatch.org.uk/) for tips and advice on various NHW matters.

### **116. Woodside**

The Clerk reported – the process is taking additional time to review due to the numerous covenants. £1,000 had been agreed as a donation from Moat to the Parish Council upon

completion of the land transfer. Searches are being carried out on the land and draft title documents being drawn up. A Chancel Repair Insurance is likely to be required.

**117. Website and Social Media**

Cllr Rowsell reported there are currently 239 Facebook followers and there had been a recent spike on the website from unique visitors during December 2022.

**118. Planning**

a) **Planning Applications to Review**

**22/01180/FUL PP-11702901**

Land at Mapeledean Pig Farm, Mapledean Chase, Latchingdon  
Construction of a chalet bungalow

**Clerk used delegation of power to respond to MDC on 19 Dec 22 – no objections, application supported.**

**Pending consideration by MDC as at 16 Jan 23**

b) **Planning Decisions (and awaiting Decisions)**

**22/01070/FUL PP-11594619**

Land at Hook Farm, Mundon Road, Mundon  
Proposed demolition of existing commercial structures and construction of 7 new dwellings with associated landscaping

**Pending consideration by MDC as at 16 Jan 23**

**22/00970/LDE PP-11527460**

Wycke View Farm, Main Road, Mundon  
Claim for lawful development certificate for an existing erection of a dwelling with no agricultural occupancy condition.

**MDC refused this application week 47 ending 25 Nov 2022**

**22/00991/LDE PP-11544996**

Little Wycke Farm, Blind Lane, Mundon  
Occupation of Little Wycke Farm in breach of Condition 3 of MAL/191/77 and condition 4 of 00/00353/FUL (Agricultural occupancy) for a continuous period of time in excess of ten years

**MDC refused this application week 46 ending 18 Nov 2022**

**22/00742/HOUSE PP-11341790**

Holmfield Bungalow, Main Road, Mundon  
Single storey rear extension and conversion of garage into habitable room

**MDC approved this application week 47 ending 25 Nov 2022**

c) **Planning Correspondence:**

Members to note receipt via email of the following:

List of planning applications weeks 46 to 02 - **Noted**

List of planning decisions and appeals weeks 46 to 02 - **Noted**

**119. Parish Council Land – Ownership and Boundaries**

A resident reconfirmed the request for assistance with the tidying of some fallen trees and ditch clearing. Cllr Rowsell offered personal help with this nearer the completion date of the land transfer.

It was felt by parties concerned, the matter had dragged on longer than anticipated and it was suggested a meeting with all sides, together with representing solicitors, would be beneficial

to finalise matters if this could be arranged. Clerk to initiate this request with the Parish Council's solicitor.

#### **120. Highways**

- a) To receive any updates on outstanding or new highways matters – pot holes and tarmac subsidence was highlighted and had been reported to Essex Highways using the online reporting system via their website.

The Clerk confirmed - the previously reported issues which remain outstanding were, as requested at the 15 Nov 22 meeting, forwarded to Cllr Stamp for liaising with Cllr Scott. A request for assistance with funding to address speeding systems had been sent to Cllr Stamp as a member of the Local Highways Panel and initially a request for a survey form had been supplied and requires completion.

- b) Information from the Community Protection Team had been received after carrying out regular speed checks via a TRUCAM –

Nov = 16

Dec = 7

A review of the locations for speed checks has been requested from the Enforcement Team.

#### **121. Community**

- a) Fundraising Committee, Cllr Leggett reported the beacon, used for the Queen's Jubilee, had been repositioned near Woodside Green and a value of £18.93 had been used to fill the beacon with plants.

A Committee has now been set up to review celebration suggestions for the King's Coronation this year.

- b) Post Box Stud Farm – the Clerk reported in Aug 2020 Royal Mail had confirmed to Cllr Wylie the work to replace the box in its previous location was on the works schedule. Nothing had materialised since. A recent follow up with Royal Mail now confirmed the post box will not be replaced due to health and safety reasons. Clerk to follow this up with proposals, questions and providing additional information.

- c) Defibrillator – Clerk reported new pads had been installed in December 2022. The device was checked on 10 Jan 23 and all in working order. 'The Circuit' had been updated online.

- d) Essex Police, Maldon Town Team Beat Surgeries – Clerk reported the Parish Council were contacted in December 22 for the offer of extra patrolling in the village and drop in and chat service by officers, providing a chance for anyone to raise concerns or questions. Village halls are required for this service and a date is to be agreed in January 2023.

#### **122. Plume Educational Trust**

Cllr Wylie confirmed there was nothing to report this month, the next meeting will be in May 2023. A special meeting will be held to appoint a co-optative Trustee due to the retirement of the Chairman and to also appoint a new Clerk/Treasurer. This meeting will then be followed by the usual administration meeting the same evening.

#### **123. Correspondence**

There was no additional correspondence other than had already been circulated via email or detailed as a separate agenda item.

#### **124. Finance**

- a) To review and approve receipts, payments and bank reconciliation for November and December 2022 - List of payments are circulated to members at the end of each month prior to the meeting – unanimous decision, approved and signed by Cllr Rowsell.

Nov-22						
FOLIO	DATE	PAYEE	DESCRIPTON	NET AMT	VAT	GROSS
35/22-23	30/10/2022	Mow My Lawn	Grass cutting services for Oct 22 - Invoice 1282	140.00		140.00
36/22-23	15/11/2022	Wood Warden	Expenses - Fuel and oil for wood chipper	13.55	2.71	16.26
37/22-23	23/11/2022	MPP Solicitors	Disbursements for reports and searches re Woodside Green	320.00		320.00
38/22-23	30/11/2022	Clerk	Salary and expenses month 8 - November 2022	626.36		626.36

Dec-22						
FOLIO	DATE	PAYEE	DESCRIPTON	NET AMT	VAT	GROSS
39/22-23	02/12/2022	Victory Hall	Victory Hall hire x2 hrs re 17 Jan 22 mtg	16.00		16.00
40/22-23	12/12/2022	Mow My Lawn	Grass cutting services Nov & Dec 22 - Invoice 1302	140.00		140.00
41/22-23	12/12/2022	MPP Solicitors	Extra Disbursement costs for searches re Woodside Green	70.00		70.00
42/22-23	30/12/2022	Clerk	Salary and expenses month 9 - December 2022	346.58		346.58

- b) The Clerk reported - the request for the precept in the value of £7,000 was returned to MDC on 12 Dec 2022. This amounts to an annual cost to Band D households of £46.76 per annum being £9.88 increase on last year being 19p per week increase.
- c) It was resolved that budget headings for the current year be reviewed and where it is anticipated shortfalls will arise, other budget headings, with surplus funds, be used to cover these – unanimous decision.
- d) The Asset Register was reviewed and an amendment to include the Beacon was suggested. Clerk to update the Register in readiness for review and approval at the next meeting on 21 March 2023.

#### 125. Training

No requests for training were received.

#### 126. External Meetings

Cllr Leggett had attended a meeting of the Village Hall Committee in December 2022 with a view to building interactions and communications with the Parish Council and working with the Village Community together. The Village Hall Committee had not been receptive to suggestions put forward.

#### 127. Information Exchange & Items for next Agenda

An opportunity for members to raise any items they wish to be included on the agenda for the next meeting, other than what has already been decided during the course of the meeting – Cllr Leggett requested a review of the filtration of emails.

#### 128. Date of next meeting – Tuesday 21 March 2023 @ 7pm

129. All business having been transacted, the Chair thanked everyone for attending and closed the meeting at 8.24pm.