

(DRAFT) MINUTES OF THE MUNDON ANNUAL PARISH ASSEMBLY

HELD ON 21 MAY 2024 AT 8.30PM IN THE VICTORY HALL

Email: mundonparishcouncil@yahoo.com

Website: Mundon.org – Tel: 07789 342747

Present: Cllr Gavin Rowsell (Chair), Cllr Kerry-Jane Wylie (Vice Chair) and Cllr John Bennett

In Attendance: Mrs Jackie Lines – Parish Clerk

Members of Public: 4

Meeting Commenced: 8.38pm

1. Chairman's Welcome and Introduction

Cllr Rowsell thanked people for coming along to the meeting, and more importantly, to those who come along more regularly to the public meetings and get an insight into what the Parish Council does, although it's always a challenge to express how much work the Clerk and Councillors also do between meetings to ensure Mundon Parish Council stays up to date with the ever increasing legal requirements of an accountable authority, whilst remaining cost effective and fully representative of Mundon resident's requirements.

Cllr Rowsell stated, as with most organisations, there are also a small army of other volunteers, working even less publicly, that keep Mundon the unique village it is. Notable names are Les Potts, Lynda Townend, Marita Ponting, Barbara Roe, Marge Orris, Christine McDonald and Mr Paton. All having self-driven voluntary roles such as maintaining access in The Furze and village hall, litter-picking village wide, maintaining flower displays and keeping the Church in order. On behalf of everyone in the village, Cllr Rowsell expressed a massive thank you for so much that is done by so few.

Over the last few years, the Parish Council have tried to more publicly recognise the service of their volunteers, and this year it had been a very easy and unanimous choice to highlight that Steve Wells had become a major asset to the village, with his youthful and skilled work with Les Potts in maintenance works in The Furze, the Village Green and the Village Hall. On behalf of every resident in Mundon, Cllr Rowsell confirmed the Parish Council were honoured to present Steve with a recognition plaque that will be proudly displayed on the pole for the village sign.

2. Apologies

Received from Cllr Leggett and District Cllr Fittock.

3. Minutes of the last Annual Parish Meeting – 16 May 2023

Approved by all and signed by the Chairman as a true and accurate record.

4. Maldon District Councillor and County Councillor Reports

ECC Cllr Wendy Stamp had provided an ECC annual report for the Southminster Division dated 14 April 2024 (Appendix A on the website).

5. Mundon Parish Council Annual Chairman's Report

Cllr Rowsell reported, all Councillors do all their work for free because they are passionate about the village and want everyone to be proud of it. Any help, of any kind, will generally be gratefully accepted, especially as one Councillor had taken a step back last year and the Parish Council are still looking for a new Councillor wishing to fulfil the role.

With the ever increasing regulatory bureaucracy, the Clerk, Jackie Lines, had become a true asset to the Parish Council and the village alike.

An indication of the amount of hidden work done by the Councillors and Clerk, in an average month often consists of;

- Dealing with 300+ emails, taking/making phone-calls, having face-to-face meetings, messages and texts.
- Attending various external meetings/conferences/webinars
- Reading through and responding to a multitude of consultations and questionnaires
- Preparing reports for meetings

Cllr Rowsell wished to thank all of the Councillors, and the Clerk, who together make the Chariman's role so much easier, enjoyable and rewarding.

6. To notify those present who the various representatives are as per previous Annual Parish Council meeting.

- a) Finance – **(Cllr Wylie and Clerk with Cllr Rowsell covering in Cllr Wylie's absence)**
- b) Risk Assessment – **(All Councillors and Clerk)**
- c) Health & Safety – **(All Councillors and Clerk)**
- d) Wood Wardens – **(Les Potts and Steve Wells)**
- e) Neighbourhood Watch/Police/Village Information – **(Cllr Wylie)**
- f) Local Transport – **(Cllr Bennett)**
- g) Plume Educational Trust – **(Cllr Wylie)**
- h) Dengie Hundred Group of Parish Councils – **(Cllr Rowsell, Cllr Wylie and Clerk)**
- i) Village Hall – **(Marita Ponting)**
- j) Community Events – **(All Councillors with Cllr Leggett as lead)**
- k) Village/Parish Council Website – **(Cllr Rowsell)**
- l) Sea Defences/Airports – **(Cllr Rowsell)**
- m) Planning – **(All Councillors)**
- n) Highways & PROW (Public Rights of Way) – **(All Councillors)**

7. Representatives Reports – All Councillors and Clerk

Finance – Clerk

The parish council kept within the overall small budget for 2023/24 with some movement between budget headings during the year and the contingency budget being used.

A grant from the ECC Locality Fund was gratefully received in the value of £255.12 and used to purchase equipment for the fence repainting project for Woodside, which is scheduled to take place during 2024 by the Community Payback Team.

An annual reclaim of VAT for the year to 31 Aug 2023 in the value of £416.86, was received from HMRC in Sept 2023.

Capital items purchased as assets were, land at Woodside Green, dog fouling signs and speeding data signs. There was also income received for capital items from the sale of x3 small strips of parish land.

The internal audit for the accounts for the year ended 31 March 2024 took place on 4 April 2024 with a recommendation for the general reserve to be reviewed and increased in future years to allow more of a buffer.

Statutory reporting in relation to the audit will follow and information will shortly be displayed on the website.

The parish precept for the 2024/25 year is £7,500. Reserves at the end of the year were £150.12 for elections, and £18,172.21 relating to the Capital Reserves.

The budget for 2024/25 has already been set and will be closely monitored throughout the year with monthly reviews and reporting to all Councillors.

Wood Wardens

The removal of dead trees and debris during the past year has continued with the help of the wood chipper to create paths throughout The Furze, although the continual wet weather of recent has made the paths muddy and overgrown in places. Repair work also continues with regard to fences and posts.

Other locations within the village are also monitored such as the overgrown brambles opposite West Chase which were cut back to allow residents better view of the oncoming buses and traffic.

Neighbourhood Watch

Cllr Wylie reported that over the last year Mundon has had more incidents of fly tipping in Blind Lane, hare coursing and suspicious vehicles.

There is also now a Facebook Page called 'Mundon Village Neighbourhood Watch' where items will be posted to members on the group including the Police Dispatch Bulletin, crime statistics and any advice or things to be aware of suggested by the Neighbourhood Watch Scheme.

The Chelmsford and Maldon Group of Neighbourhood Watches Meetings are held every other month and can be attended in person or via Zoom. Coordinators from both Chelmsford and Maldon areas discuss various topics both rural and urban to help with crime prevention and crime reporting. Also usually in attendance is PC Rosie Smith (Maldon) and Scott Smith (Chelmsford) who update the 'Watch' of current initiatives and operations and give advice.

Local Transport

Cllr Bennett reported, in general terms bus usage in the village is modest. No real feedback had been received from residents during the year on actual real life experiences of using the bus network, until the Annual Parish Council meeting this evening.

Dart services are available by telephone request from Arrow Taxis, as has been the case for several years, again, usage is modest (further information and contact details can be obtained from the mundon.org website).

Numerous bus surveys have been completed during the year, to ensure bus services are maintained to a satisfactory standard for the village and representing the interests of the village.

As agreed at the Annual Parish Council meeting earlier this evening, a small sign is to be placed at the bus stops to encourage real world feedback to Councillor Bennett, which will be most welcome.

Plume Educational Trust

Cllr Wylie reported, The Plume Education Trust is a charitable organisation which encompasses the Wills and Testaments of several benefactors – Ralph Breeder, Thomas Plume, Henrietta Sadd, Arnold Keeble and George Courtault. The Objectives of the Charity are to apply the income generated by the Trust Fund as scholarships to deserving Boys and Girls educated at the Plume School, Maldon in aid of their Further Education beyond compulsory school leaving age. The performance of the various funds is kept under regular review.

During 2023 scholarships totaling £10,400 were awarded to 9 Students (£900-£1100 each).

On 16th March 2021 Cllr Wylie was voted to be a Trustee on the Plume Educational Trust and on 14th June 2023 was reappointed for a further 4 years.

Dengie Hundred Group of Parish Councils (DHGPC)

Clerk reported, Mundon Parish Council remains a member of the DHGPC with the objectives and aims of the group being to assist local councils in the performance of their duties and roles and to promote and develop the economic, social, cultural, tourism and recreational life of the member towns and parishes. Working closely with the District and County Councils, principal authorities and other statutory and voluntary bodies.

Meetings re-started in December 2023 and were to be bi-monthly initially then moving to quarterly thereafter. Last meeting was held on 13 March 2024 and next meeting date TBC.

Community – Grass Cutting and Verges

Cllr Leggett provided a report – The contractor, Mow My Lawn, regularly cut the village grass making a satisfactory job. With the planting of the shrubs, on the green in front of the woods, the grass area to cut was reduced and therefore the cost as well. The initial cut of the spring this year was not good due to the constant wet ground conditions, but when the grass dries out a more successful cut will be done.

As previously agreed at a Parish Council meeting, there will be a review of the grass cutting contract commencing November 2024, obtaining quotations in readiness for the new financial year to commence 1st April 2025.

Village/Parish Council Website

Cllr Rowsell reported, the website remains more of a legal requirement than a regularly used community asset, but regardless, it is continually updated with agendas and minutes, as well as any other important messages, documents and links.

The website does hold many links to useful sites such as Essex Highways (for checking roadworks schedules, reporting problems etc.), Bus and Taxi services and a multitude of other useful links.

Monthly usage reports show the majority of visits are through direct access (rather than from a search engine) and correlate with specific posts MPC makes on Facebook.

Mundon's Facebook page currently has 302 dedicated followers, with some posts reaching many hundreds more, which for such a small village is quite impressive.

Sea Defences and Environment Agency (EA)/Airports

Cllr Rowsell reported -

- A large proportion of Mundon is within EA Flood Zone 3 (the worst of 1-3) and is entirely reliant on the integrity of the sea-walls. However, every part of Mundon is dependent on effective inland drainage systems.

- The EA sadly still remains too constrained, mainly by environmental restrictions and bureaucracy, to carry out major maintenance works needed on the Mundon sea defences.
- Thankfully, as the EA continues to step back from physical work, they are at least still supporting Essex Coast Organisation (ECO), who are the collective of most Essex landowners with sea defences. This can provide landowners with permits to do small maintenance works themselves on crumbling sea defences
- Mundon's main inland drainage systems (LimeBrook, Mundon Wash and Dead-Away Brook) are still overloaded from the increasing pressures created by new developments, again with no plans by any parties to improve their ability to exit through the tidal sluice valves, which regularly back up the main ditch systems
- Through lack of political will, the EA have not only reduced maintenance, but actively prevent any actual improvement works to sea defences, which is of concern when considering their suggested linear increase of 3mm/year in average sea-levels.
- The EA maintenance project on Mundon Creek seawall embankment and drainage system to protect South Mundon, Latchingdon and the sewage works has been pushed back another year, with works now expected in 2025
- As a director of ECO, Cllr Rowsell remains in regular contact with EA staff, and can be contacted by residents for any specific local issues.

Inland Flooding & Lead Local Flood Authority (LLFA)

Cllr Rowsell reported -

- Productive meetings with Essex County Council, Maldon District Council, Anglian Water and the Regional Flood & Coastal Committee are still difficult to achieve, but ECO keeps the pressure on for better engagement and action.
- Essex County Council, as Mundon's Lead Local Flood Authority continue to make heavily questionable decisions in conjunction with Essex Highways... but again, ECO hold them to account where possible.

Planning

Cllr Rowsell reported, over the years, Mundon has seen an increasing number of planning applications, which are all considered in depth by councillors before decisions are made. If decision deadlines come between meetings, the Clerk invites private voting from Councillors via email. If all Councillors concur, the Clerk has delegated powers to respond directly to Maldon Planning Department. However, a single opposing view triggers an immediate interim meeting to publicly discuss and vote for a majority decision.

Mundon Parish Council's general position has always been, and shall continue to be, to support long term residents and businesses in the village, whilst equally being open to supporting new residents or businesses, but always whilst attempting to ensure common sense prevails over any potentially strong individual view.

It is often the case that just a single aspect of an application is problematic, but as applications have to be viewed and responded to in their entirety, Mundon Parish Council often struggle to express their general support within an overall refusal.

On this point, the Parish Council would strongly encourage all applicants to engage with them at the earliest opportunity.

Highways

Cllr Rowsell reported -

- Essex Highways handling of road closures in the local area still continues to be very poorly handled, with no constructive communication with the Parish Council or

residents. Mundon Parish Council regularly engages with Maldon District and ECC Cllr Wendy Stamp on this issue and are very thankful for the incredible support received.

- Mundon Parish Council continues to explore new ways of controlling fast and large traffic through Mundon, with an ongoing application for a Zebra crossing and previous attempts at traffic calming islands, width restrictions, dropped kerbs, village gateways, active speed signs and advertising of speed camera prosecutions.
- Mundon Parish Council pays for TruCam speed traps at 2 locations and at random times throughout each month. Each session acts as a visual deterrent and with well over 300 prosecutions so far, they intend to keep funding this action.

8. Victory Hall Management Committee Report

Marita Ponting provided an annual report on behalf of the Victory Hall Committee (Appendix B on the website).

9. St Marys Church – report from the Friends of Friendless Churches

Report read out by Christine McDonald on behalf of the Friends of the Friendless Churches (Appendix C on the website).

10. Report in relation to the land at Woodside

Clerk reported, the Woodside green land eventually passed over to Mundon Parish Council from Moat Housing on 31 May 2023 together with an additional sum of £1,000 towards maintenance costs.

The Probation Service have confirmed the Community Payback Team are able to offer their services to repaint the fence at Woodside this summer. Two dates in July are currently being reviewed. The equipment required for the project has kindly been covered by funding from the Locality Fund.

11. Fundraising Committee Report - Community Events

Cllr Leggett provided a report.

Following on from last year's successful Village Fete it had been decided to set a date for another one this year. This will be on Saturday 10th August from 2-5pm. A Poster had been prepared of what will be offered and lists all the details of Adult and Kids' Competitions. As the Village Fete will be held during the Paris Olympics time it was decided to offer some Competitions with this theme.

As before, the Committee will be approaching businesses and family activity places for raffle prizes.

The next Committee meeting will be held on June 6th to finalise plans.

The Poster advertising the event will be going live 6 weeks before the date and a leaflet drop will also be carried out through the Village.

12. Public Participation and any matters raised that require a decision or further investigation to be placed on the next Parish Council Agenda for action

Cllr Wylie reported, following the barn fire in New Hall Lane in February, Cllr Wylie contacted Essex and Suffolk Water as it was found that the fire hydrants opposite the barn had no water in them. The response from the Technical Team at E&SW was:

“We can't guarantee a flow of water to the hydrant at all times as pressure and flow can vary from time to time, especially in rural areas due to operational demand. However, going forward E&SW are undertaking checks to the fire hydrants and water networks in the area.”

Cllr Rowsell thanked everyone for attending and the meeting closed at 9.05pm.

Appendix A

ECC Annual report Southminster Division by Cllr Wendy Stamp 14th April 2024

Hopefully your Councillors and residents have been kept up to date throughout the year on the decisions being made as well as new initiatives, transformation projects – consultations and strategic direction for the future via the regular updates I send to your excellent Clerks or Chief Officers instead of a monthly report. A monthly report can often result in missing urgent updates and press releases. Can I thank everyone for sharing all the important information and links to important references and legislation, on your Council websites and notice boards where possible.

There is little point in repeating anything shared thus far, so I will give you a *brief* report. Believe me I could have written even more.

Starting with the positive, I must thank the clerks and chief officers, again, for their support and professionalism who have worked hard for applying for funding for important community projects for the locality fund allocation and the free trees offered. Both are excellent opportunities and the locality fund that will continue. I have no doubt ECC will continue to lead on tackling the real climate emergency. U tube link is

<https://youtu.be/78B52uKEHtU?si=xJ7Vml6sgfO24aR6>

The remainder was renamed 'Local Community Fund.' The Local Community Fund operated as twelve separate funds, each covering the area of a district, borough or city council. The fund for each district was £4,000 for each county councillor representing the relevant area. The fund had to be spent on one of three areas: Levelling up, Tackling Climate Change, and Youth services.

We (the ECC Division Members for the Maldon District) decided to direct funding specifically to help our secondary schools to purchase educational and pastoral care resources and to projects to support young people in the District. The projects funded to go into our secondary schools were a production called 'Shadows' produced by N-Act, a 'Do you Hear Me' work shop produced by Tic Box Productions, and Resilience Voyage for the visit of the County lines "Drugs Bus", a double decker bus designed to educate and to raise young people's awareness of gangs, grooming, and knife crime to our schools.

For our secondary schools we also funded the purchase of Check Your Drink (CYD), easy to use drug detection strips to be made available to sixth form students. These strips test for both GHB and Ketamine, the two most widely used drink spiking drugs.

We also funded two one day events at the Maldon and Burnham Skate Parks run by King Ramps. The events were aimed at 100-150 young people with demonstrations from some of the country's top professional skateboarders and BMX riders. Competitions were held at the end of the events which were open for all abilities and judged by professionals. King Ramps provided prizes for the top 3 places in skateboard, scooter and BMX competitions. Workshops were also open to all ages and abilities for which full safety equipment (helmets knee, elbow and wrist pads) and skateboards and BMX bikes was provided.

The Locality Fund and the Local Community Fund open again for applications this May, so if you have a project or community initiative, please do contact me with your suggestions/applications at cllr.wendy.stamp@essex.gov.uk

Outside of our secondary schools we provided funding to the MDCVS Community Gaming Initiative project which runs activities for people, particularly younger people, to build social connections and other skills such as team working and problem solving.

Essex County Council announced in February of this year the review of the Local Minerals Plan. The Minerals Local Plan Review Consultation was launched on the 6th of February and will finish on the 9th of April. Hopefully, many of you will have taken the time to comment on both the draft Replacement Minerals Local Plan.

Also launched in January of this year, was the Mid & South Essex Integrated Care Boards' Consultation on 'Proposed Changes to Services at Local Community Hospitals'. A huge number of residents responded on future of St Peter's Hospital and the future of medical services in the district-thank you. We all know the transport infrastructure is lacking in the Dengie thus causing major difficulties getting to appointments at Maldon, never mind Brentwood, Braintree and Broomfield.

Budget Headlines

The 2023/24 financial year was a challenging year. Like many councils up and down the country, Essex County Council experienced pressure on both Adult's and Children's Services and Home to School Transport. The care market continues to struggle with capacity, and there is still uncertainty around the timing and financial impact of potential care reform. The Council continues to operate in a climate of uncertainty and volatility - inflation has begun to reduce, although it is still above the Bank of England target rate, interest rates remain high and the Council continues to face a significant level of uncertainty in the medium term.

Essex County Council has a legal responsibility to operate within a balanced budget. With the changes and reductions in Government grant funding over recent years, coupled with increasing and more complex demand for core services such as caring for the elderly, protecting vulnerable children and supporting those families who need it, the financial situation continues to be challenging.

In February, Essex County Council agreed its new Budget for 2024/25. The Council again had difficult choices to make to produce a balanced budget. They were to increase taxes or facing unacceptable and unpalatable cuts in services – never popular and much frowned upon as many disadvantaged residents in our society are often on the receiving end. The Council balanced the budget against unforeseen financial pressures caused by the need to support the recovery from Covid, the cost-of-living crisis, the war in Ukraine, the energy cost hike, high inflation levels plus existing challenges to reform and reshape our services. We still must ensure we look after and respond to huge increases in demand from those vulnerable in our society and who need our help the most.

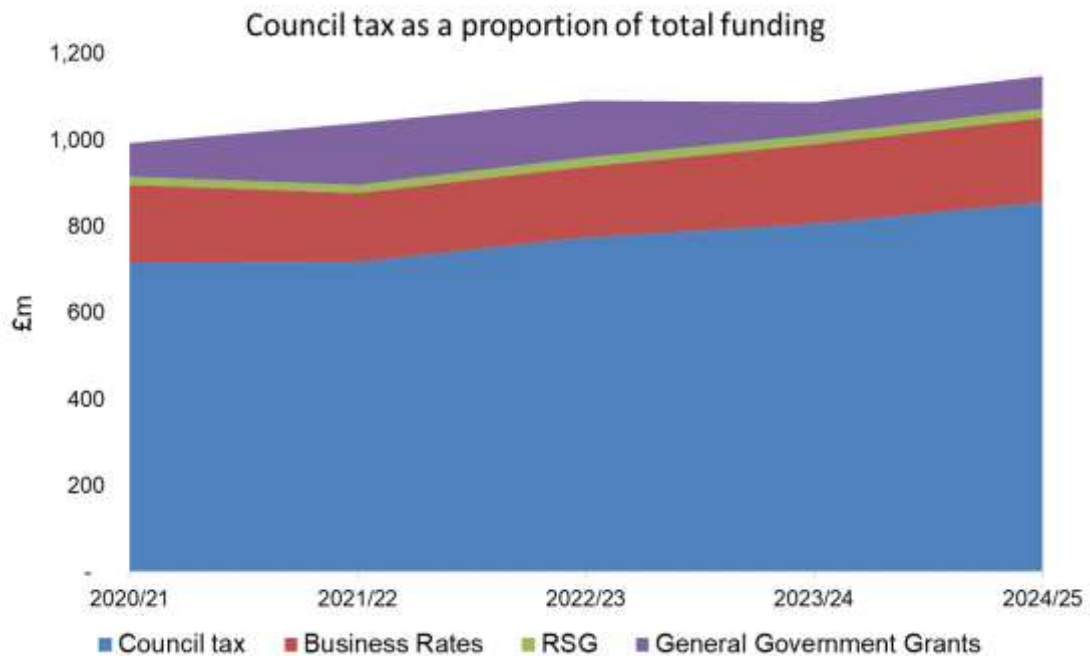
Understanding the cost-of-living crises, ECC has created a £50million cost of living programme, investing in summer clubs so that thousands of young people can participate in holiday activities and have a hot meal when not in term time school. The Council continues not to close libraries but to improve them and working to improve the country parks and green spaces, supporting everyone's health & wellbeing.

The Everyone's Essex Annual Plan, strategic aims and budget was approved at Full Council and the net cost of services was set at £1,148.0million (m) for 2024/25 and the net revenue budget requirement was set at £1,073.4m (net cost of services less general government grants) for 2024/25. The strategic aims are:-

- Strong, inclusive and sustainable economy.
- High quality environment.
- Health, wellbeing and independence for all ages.
- A great place for children to live and grow.

The total council tax funding requirement was set at £848.3m for 2024/25 – Essex County Council’s element of the council tax was increased by 4.99% comprising of a 2.99% increase in general council tax and 2.0% adult social care precept. This spending supports the most vulnerable in our communities including older people, people with learning difficulties, mental health difficulties and physical and sensory impairments. The precept is being used to insulate Adult Social Care from having to make higher savings, and support growth in need caused by changes in the demographics of our population and inflation, including the national living wage rise.

This resulted in the Essex County Council element of the council tax being £1,522.53 for a Band D property in 2024/25 - this is an increase of £1.39 per household per week.



Net expenditure of £1,148m is funded by council tax, business rates, Revenue Support Grant and General Government Grants. Income from Council Tax is the largest funding stream and will make up 75% of our funding in 2024/25.

Everyones Essex

I have decided to include the paragraph underneath as it was in last year’s report. I am happy to say some of below IS now a higher priority – the actual delivery is frustratingly slow. More important is the delivery of local schools including the support and improvement for our SEND community. I was hoping to be able to say “things have got better” but they haven’t. This cannot be only laid at ECC door but Central Government and Dept of Education. Whilst I understand the complexities of individual needs – it is vital that ECHP (Educational Care Health Plans) are carried out within 20 weeks – ECC only achieve 1%! At the recent PAF (People and Families Policy and Scrutiny Committee), held on 14th March 2024 an unprecedented number of questions from the public was submitted 18 – some

residents attended in person. I suggest if you are able to watch this meeting on u tube you should. There are a number of ECC Councillors who still work hard to meet the needs of our SEN children as we believe everyone deserves a fair chance to receive a good education. I will take this opportunity of thanking all the parents who contact me for help and highlighting the unacceptable, inadequate unfair education system we are in but a special thank you to Chantelle Poulter – Dengie SEND and Tara Strydom – Burnham SEND.

Cllr Bentley has a clear strategy, it is an intergenerational change, focusing on net zero, levelling up and devolution. He is aspiring to building a pathway to a better future. Whilst I absolutely agree with this aspiration and strategy, I am finding this is not inclusive of ALL resident's needs.

Sadly, we are all aware, despite raising genuine problems ranging from lack of local school places to local passenger transport for SEND children Essex County Council is unwilling to compromise even with special circumstances, the only option left is the appeal process. Cllr Chris Whitbread, the "Chancellor" said they couldn't cater for the minority only the majority – hmm how is that levelling up on all levels – it is not in my opinion. Sadly, I feel the Southminster division has not been on the radar of ECC. Importantly when it comes to addressing rural challenges and lack of adequate services and investment. Substantial increase in traffic movements resulting in serious damage to the road network, reduced bus transport services, poor connectivity for walking and cycling, timely infrastructure delivery, planned digital investment to promote vital growth for local economy and tourism. Focus on the delivery of a local SEND school hence reducing the need for 75-minute travel times.

On a positive note here is the link for ECC's Levelling up year 2. Its 25 pages long but a snap shot is on page 5.



<https://www.essex.gov.uk/sites/default/files/2024-03/Levelling%20up%20year%20two%20impact%20report%20-%20Reaching%20new%20heights.pdf>

Highways and Local Highways Panel

Since my last report the Council has had a change of cabinet member - Cllr Tom Cunningham. At Full Council, they made the welcome announcement of an additional £12m for highways maintenance, £8m of which will go to fund additional highways crews to be tasked by their local councillor, an extra £2m to go to Local Highways Panels and also funding for extra enforcement resources. The details of the scheme for locally directed maintenance work will be announced shortly. I certainly hope they will deliver for everyone and it will now be fit for purpose as it hasn't been for over nine months! I have wasted hours and hours, working hard for residents, and delivering very little – something I am not accepting responsibility for!

Schemes that I have submitted in the division is numerous with limited delivery. The only ones completed are the repair of Burnham on Crouch Quay and Whitney Road plus 20s Plenty Scheme for Dunkirk Road around the school. Local Highways Panels are due a reset at the end of this month in terms of what type of scheme will fall within their remit and an announcement is due shortly. I continue to argue for schemes within the Southminster Division and District to be a funding priority as speed reduction and highways safety are vital for those living and driving on rural roads. We all know how long we have been trying to reduce the speed on B1010 through Althorne and despite approval it has still to be delivered – I fear more U turns. The fatalities on our rural roads and accidents have sadly risen with the number of accidents increasing.

Quick links- again but ever useful:-

The standard response from County “Please be assured that all publicly maintained roads throughout Essex are inspected in their entirety on a routine basis. The frequency of these inspections is dependent on the classification of the road in question, for example, local roads are inspected annually, and priority routes are inspected more frequently on a monthly or quarterly basis due to the important function they perform within the highway network. Station Road is inspected on a quarterly basis.

The Highway Inspectors will also perform separate inspections of particular issues in response to reports made by members of the public.

During these inspections the Highway Inspectors risk assesses issues which are then prioritised for repair based on their severity and risk to public safety. The timescale for the repair depends on the risk assessment and which type of road the pothole is on. To view the different response times Essex Highways must adhere to, please visit the ‘Potholes’ page of the Essex County Council website: <https://www.essexhighways.org/potholes>

If there is a particular pothole you are concerned about, you can report this to Essex Highways via their dedicated online Report it Tool: <https://www.essexhighways.org/tell-us>. You will be given a unique reference number which you can use to track the progress of the inspection and the action taken.”

Useful links Essex website [Essex Highways | Essex County Council](#)

Report an issue you have seen [Tell us - Essex County Council \(essexhighways.org\)](https://www.essexhighways.org)

Track an issue you reported [Track it - Essex County Council \(essexhighways.org\)](https://www.essexhighways.org)

Find out what road works are happening in your area [one.network](#)

Find out what works Essex highways are responsible for and planned programmes of capital works [Highways Information Map | Essex County Council \(essexhighways.org\)](#)

Find out about road works happening two weeks up to 12 months into the future [Future Roadworks Map | Essex County Council \(essexhighways.org\)](#)

Track gritters [Track the gritting lorries | Essex County Council \(essexhighways.org\)](#)

Essex highways latest news [News, Press Releases and Highway Highlights \(essexhighways.org\)](#)

Further reading road strategies including annual maintenance plans [Road strategies | Essex County Council \(essexhighways.org\)](#)

Throughout the year, I have continued to support residents with their highway problems but can I ask pot holes, white lines and flooding defects are reported to your parishes and town clerks first and then to me - with the reference number - if the issue requiring escalation contact me at cllr.wendy.stamp@essex.gov.uk

Boundary Changes

There will be boundary changes next year in time for next year's County Elections. I have sent out the possible changes. I will of course update you all when the final changes have been agreed.

Please continue to email me with any problems and thank you all for all your hard work and working together with me – trying to improve the place we live, love and work.

Wendy
Cllr Stamp
Southminster Division

Appendix B

Victory Hall Management Committee Report

Marita Ponting reported, the Victory Hall is very well used; it is regularly used by two different Tai Chi groups, flower arranging, quilters, art groups, ballet classes, women's circle, craft group, WI, bowls and exercise classes. There are also bookings made for quiz nights and parties.

The wooden floor has been refurbished, new carpet laid in the entrance hall and new linoleum in the kitchen. A new oven has been purchased. Fire retardant blackout blinds have been ordered and will be installed once they have arrived. The fire alarm system has been assessed and work is to be carried out to bring the system up to standard. The outside lighting to the left of the hall has been replaced. There are plans to improve the surface of the rear carpark and access road.

A new caretaker has been employed and has made improvements to the outside of the building, clearing ramps and steps of moss, weeding and clearing guttering, and completing odd jobs inside the hall. He has taken on responsibility for checking emergency lighting and fire alarms in line with health and safety guidelines. The portrait of the King provided by the UK Government has been hung in the entrance hall.