

**Present:** Cllrs Lankester, Plater

**In the Chair:** Cllr Nixon – Vice-Chairman

**Clerk:** Michelle Curtis

**1. Apologies for Absence**

There were apologies for absence from the Chairman - Cllr O'Donnell.

**2. Declarations of Interest**

There were no declarations of interest disclosed.

**3. Public Forum**

There were no members of the public present.

**4. Minutes of Meeting held on 21<sup>st</sup> May 2019**

**Resolved:** that the minutes of the Parish Council meeting held on 21<sup>st</sup> May 2019 be approved as a true record of the Meeting and were signed by the Vice-Chairman. Unanimously agreed

**5. Inspection Reports**

The Inspections Reports dated 04/07/19 were received and noted.

Hasler Green

Streetlight post at a 6.5° angle – The Clerk reported this had previously been brought to the attention of Essex County Council Highways.

Allotments

Public Notice hidden by foliage – The Vice-Chairman had removed the foliage.

Tap on southern boundary had been replaced.

Trees on northern boundary could do with a trim – This will be address under item 6.1.

Water Butts uncovered – The Chairman to arrange for the water butts to be covered.

Woodrolfe Green

Trees – Getting very low to ground making it difficult to mow – This will be addressed under item 6.3.

**6. Environment and Amenities**

**6.1 Allotments**

The Vice-Chairman reported that Cllr Plater, the Clerk and himself had attended a site meeting the previous evening.

It has been arranged to have the hedge at the front of the Allotments cut. This will cost £40 per hour (approx. 4-5 hours).

The Committee discussed other works that were required at the Allotments.

**Action:** Clerk to obtain a quotation to cut back the hedge on the northern and southern boundary.

It was noted that Plot 1, the Tenant had previously been advised that they could have 1 metre of land from the back of their shed. This is currently approx. 1.5m.

**Action:** Clerk to write to Tenant to remind that that the area agreed was 1m.

The Clerk advised the Allotment renewals were due to go out.

**Action:** Clerk to remind Tenants that should they grow trees on their plot, they should be no more than 2m high and should any trees be over 2m, they should arrange to cut them down to the correct height in line with the Allotment Rules and Regulations.

**Action:** Clerk to notify Tenants that works to the hedges will be carried out in the near future.

## 6.2 Hasler Green

No issues to report

## 6.3 Woodrolfe Green

Cllr Plater reported that he had contacted the Waste Department in Maldon District Council in relation to the repositioning of the recycling area. To date he had not had a response.

**Action:** Cllr Plater to chase up.

The Vice-Chairman reported that he had had no response from Matt Wilson regarding the piece of land to the left of the path as you enter Woodrolfe Green and behind the public conveniences to provide additional parking.

**Action:** Clerk to ask Cllr Bamford to chase this up on behalf of the Parish Council.

The Vice-Chairman reported that the willow tree was overgrown with overhead cables running through the branches.

**Action:** Clerk to obtain a quotation from Bonz to fell the tree, grind the stump and kill the roots.

**Action:** Clerk to speak to Miriam to ask for recommendations for an alternative species to replace the tree.

**Action:** Clerk to obtain a quotation from Bonz to uplift all the other trees on Woodrolfe Green.

## 8.4 Cemetery

The Vice-Chairman reported:

- The hedge at the front of the Allotments would shortly be cut back (this was included in the costs for the Allotments).
- The new litter bins had been installed.
- A small tree had fallen over.

The Clerk advised that the Cemetery contract was due for renewal. The new contract would commence on 1<sup>st</sup> January 2020.

**Action:** Clerk to circulate current specification to the Committee for comment with a view to submitting the specification for approval at the next Full Council Meeting.

The Committee discussed providing a wildflower area at the Cemetery.

**Action:** Clerk to obtain a map of the Cemetery to mark out the proposed area.

**Action:** Clerk to obtain a quotation for the seeds for the wildflowers.

**Action:** To present proposal to the Full Council at the Meeting in November.

## 6.5 Highways/Footpaths

Cllr Lankester reported that vehicles were parking on the pavement in Elysian Gardens making it difficult for wheelchair user/pushchairs to pass.

The Vice-Chairman advised that this issue was raised at the recent 'Coffee with the Cops' event and he was advised that people should take photographs and submit the information to the Police.

**Action:** Clerk to notify residents via the Parish Magazine what action should be taken should a footway be blocked by a parked car.

**6.6 Street Lighting**

No issues to report.

**6.7 Dog/Litter Bins**

It was agreed to request funds from the 2020/21 precept to start upgrading the litter bins owned by the Parish Council.

**6.8 Defibrillators**

Kevin Oakley had advised the he would prefer not to carry out the monthly inspections of the defibrillators.

**Action:** Clerk to ask the First Responders if they would check the Defibrillators on a monthly basis and submit a monthly report to the Parish Council confirming this had been done.

**7. Projects**

**7.1 Telephone Kiosks**

The Clerk advised the painting of the telephone kiosks and replacement of glass panels had been completed.

The cost had been slightly more than expected due to time taken to replace the glass panels.

There had been several positive comments from residents regarding the refurbished telephone kiosks.

The Committee suggested using the kiosk on the High Street as an information point and to ask residents via the Parish Magazine for suggestions as to the use of the kiosk in Mell Road.

**Action:** Clerk to put a notice in the Parish Magazine.

**7.2 CCTV**

Councillors considered the request for CCTV and decided that at this stage not to proceed any further due to the costs and usefulness.

The Clerk reminded Councillors that at the next Committee Meeting, they should be thinking about any items we may wish to include in the 2020/21 precept. The following items were suggested:

- Tree Survey
- Replacement litter bins
- Planting for the wildflower area
- Maintenance of the Leylandii trees in the Cemetery.

**8. Date of Next Meeting**

Tuesday 19<sup>th</sup> November 2019 – 6.30pm

The meeting closed at 7.20pm.

Signed.....

Date:.....