

**Present:** Cllrs Bell, Cole, Lankester, Legg, Lowther, St Joseph

**In the Chair:** Cllr Plater

**Clerk:** Michelle Curtis

**Also Present:** District Councillors Bamford and Thompson  
4 Members of the Public

**1. Resignation**

The Chairman explained that Cllr Cole and himself had had a discussion and were pleased to report that Cllr Cole has withdrawn his resignation from the Council.

**2. Apologies for Absence**

There were apologies for absence from Cllr Chambers.

**3. Declarations of Interest**

There were no declarations of interest disclosed.

**4. Public Forum**

A resident reported that Woodrolfe Hard was very busy and would get worse particularly with the closure of Woodup Pool.

The resident suggested that the Woodrolfe Hard and Marine Assets consider the following:

- Refining the Rules & Regulations for use of Woodrolfe Hard
- Re-instate signage – No parking signage has disappeared
- Additional signage as to what vessels can and cannot be used
- Replacement of mooring chains as some dinghy moorings are adrift

The Chairman reported that at the last meeting of the Parish Council the purchase of new mooring chains was approved. The other items would be considered by the Woodrolfe Hard and Marine Assets Committee.

The resident left the meeting.

**5. District Councillors**

Councillor Bamford reported:

- The Chairman of Maldon District Council has resigned from the Conservative Party.
- The High Street in Maldon is now open.
- There were no updates from Maldon District Council on the water testing for Woodup Pool.

## 6. Minutes of the Meetings held on 2<sup>nd</sup> June 2020

**Resolved:** that the Minutes of the Parish Council Meeting held on 2<sup>nd</sup> June 2020 be approved as a true record of the Meeting. Proposed Cllr Cole, seconded Cllr Lankester. Unanimously agreed.

The Minutes would be signed by the Chairman as soon as possible.

## 7. Planning

**Applications are circulated to all Councillors with the agenda, for study ahead of the meeting. Planning documents are also available for everyone to view on Maldon District Council's website ([www.maldon.gov.uk](http://www.maldon.gov.uk)).**

### – Applications:

**Application No:** MLA/MAL/20/00482

**Proposal:** Application for the revocation of the existing Section 106 legal agreement executed under planning application 93/00215/FUL.

**Location:** Bridge Farm Colchester Road Tolleshunt D'Arcy

**Resolved:** to recommend approval of this application. Unanimously agreed.

### – Appeals:

**Appeal Ref:** APP/X1545/W/20/3251010

**Application Ref:** 19/01277/FUL PP-08273398

**Proposal:** Conversion of hay barn and stables to a dwelling

**Site Address:** Land Adjacent To Ivystone Cottage Back Road Tolleshunt D'Arcy

### – Planning Decisions: None received.

### – Planning Appeal Decisions: None received.

### – Tree Preservation Orders for information: None received.

## 8. Bradwell B

The Chairman reported that on Thursday 11<sup>th</sup> June 2020 some Councillors attended a virtual meeting with the Bradwell B Team and gave an overview of the meeting

The Chairman stated that he thought it would also be useful to have a meeting with the Bradwell Against New Nuclear Group (BANNG) and a virtual meeting has been arranged for Thursday 18<sup>th</sup> June 2020 at 7.30 pm.

**Resolved:** to hold an Extra-Ordinary Meeting of the Parish Council on Tuesday 23<sup>rd</sup> June 2020 to agree on a response to the Bradwell B Consultation.

## 9. Policies and Procedures

### a) Publication Policy

The Publication Policy was reviewed. There was a minor alteration.

Next review June 2023 unless there are any changes in legislation which requires the policy to be reviewed before.

**b) Social Media and Email Policy**

The Social Media and Email Policy was reviewed. There were no changes made.

Next review June 2023 unless there are any changes in legislation which requires the policy to be reviewed before.

**c) Data and Documentation Policy**

The Data and Document Retention Policy was reviewed. There were no changes made.

Next review June 2023 unless there are any changes in legislation which requires the policy to be reviewed before.

**d) Corporate Equality Policy**

The Corporate Equality Policy was reviewed and replaced with the Equality and Diversity Procedure as per template from the National Association Local Councils (NALC).

Next review June 2023 unless there are any changes in legislation which requires the policy to be reviewed before.

**e) Complaints Procedure – Compliments and Complaints**

The Complaints Procedure was reviewed and replaced with the Compliments and Complaints Procedure as per the template from the Society of Local Council Clerks (SLCC).

Next review June 2023 unless there are any changes in legislation which requires the procedure to be reviewed before.

**f) Freedom of Information Act – Publication Scheme**

The Freedom of Information Act – Publication Scheme Policy was reviewed. There were some minor changes to the format as some documents were now available on the Parish Council website. Updated version 2.0.

Next review June 2023 unless there are any changes in legislation which requires the policy to be reviewed before.

**g) Code of Conduct**

The Code of Conduct was reviewed and brought in line with the Maldon District Council Code of Conduct. Updated version 2.0.

Next review June 2021 unless there are any changes in legislation which requires the policy to be reviewed before.

It was agreed that the Clerk would note the source of the document, where available, on the Policies and Procedures.

The Clerk advised there are several other procedures and policies should be adopted by the Parish Council and proposed to prepare the policies for adoption by the Parish Council over the next few months.

## 10. Administration

Vacancies – The Clerk advised that the closing date for applications for the Parish Councillor Vacancies is Tuesday 30<sup>th</sup> June 2020. New Councillors to be co-opted at the meeting on 7<sup>th</sup> July 2020.

### Prentice Hall Lane

At this stage, Cllr St Joseph declared a non-pecuniary interest as he has a personal relationship with the tenant of the land.

The Clerk reported that some works had been carried out to the track leading from Bohuns Farm to the seawall but the track which leads from the Recreation Ground to Prentice Hall still requires attention. As at Saturday 13<sup>th</sup> June, there was a large pile of waste between the Recreation Ground and Prentice Hall Lane which is dangerous.

**Action:** Clerk to write to the tenant to raise the concerns of the Parish Council.

**Action:** Clerk to write to Essex County Council for information on what would be a suitable material for a footpath.

Neighbourhood Plan – The Clerk clarified the situation with regards to the Neighbourhood Plan. At the Parish Council meeting on 3<sup>rd</sup> March 2020, it was reported that the Neighbourhood Plan Committee had approved the Pre-Regulation 14 Document and it required approval by the Parish Council before submission to Maldon District Council to start the process.

The word 'submission' in the minutes has caused confusion and in real terms means that the Draft Pre-Regulation 14 document has been sent into Maldon District Council for statutory screening. The word 'submitted' has been misunderstood to mean it has been formally submitted to Maldon District Council which it has not.

The Draft Pre-Regulation 14 documents have not been published to the village as the outcome of the screening process could lead to additional changes to the plan from that currently drafted.

The Village will be consulted on the final Neighbourhood Plan document at the appropriate time.

## 11. Community Concerns – Information Exchange/Next Agenda Items

Cllr Lankester reported:

- In a recent email circulated by the Clerk, Cllr Durham had been allocated a £10,000 Locality Fund to be spent across the division and would like the opportunity to speak to Councillors at one of the Parish Council meetings.

**Action:** Clerk to invite Cllr Durham to attend the Parish Council meeting on 7<sup>th</sup> July 2020.

- In a newsletter from the RSPB, it has been reported that there is unauthorised landing at Old Hall Point and some Little Tern colonies are being disturbed.

**Action:** Cllr St Joseph to raise at the meeting of the Essex Coastal Forum.

Cllr Lowther reported:

- The sign at the corner of Mell Road giving direction to the Marina and the Mell Road nameplate had still not been replaced since it had been knocked down a few years earlier.  
**Action:** Clerk to chase up with Essex County Council.
- A resident has kindly donated a wheelbarrow, spade and fork for use at the Recreation Ground.  
Councillors expressed thanks to the resident.
- Cllr Cole has kindly put up the social distancing signage around the village and thanked Cllr Cole for his help.

**12. Date of the Next Meeting**

**Tuesday 23<sup>rd</sup> June 2020** – Extra-Ordinary Council Meeting (7.30 pm)

**Monday 6<sup>th</sup> July 2020** – Woodrolfe Hard and Marine Assets Committee Meeting (7.30 pm)

**Tuesday 7<sup>th</sup> July 2020** - Recreation Ground Committee (6.30 pm)

**Tuesday 7<sup>th</sup> July 2020** – Full Council Meeting - (7.30 pm)

All Meetings are virtual and will be held via Zoom.

The Chairman closed the Meeting at 9.00 pm.

Signed.....

Date .....