

**Ordinary Meeting of Mountnessing Parish Council**  
**held at St. John's Hall, Church Road, Mountnessing on Monday, 9 July 2018 at 7.30pm**

**MINUTES**

**18/092. Apologies for absence**

Apologies were received and approved from Cllr Harries, Cllr Read and BCllr Bridge.

**In attendance:** Cllr Stephenson, Cllr King, Cllr McKinney, Cllr Santry, Cllr Broughton, CCllr Wagland, BCllr Cloke, BCllr Hones, Parish Clerk, Laura Brown, Drew Whittock and Martin Scott of Scott Properties, 26 members of the public.

**18/093. Presentation by Strutt Parker/Scott properties**

Two members of Scott Property Development attended and outlined plans for a potential development of properties for over 55's at the back of Crosby Close. This has not yet been submitted to planning. Members of the public expressed concern about access and infrastructure. CCllr Wagland advised residents to submit concerns individually in writing to her to be held on record.

**18/094. To approve the Minutes of the Ordinary Meeting held on 11 June 2018**

It was resolved that the minutes from 11 June 2018 were a true record.

**18/095. Announcement and Declaration of Interests by Parish Councillors**

There were no declarations of interest.

**18/096. Public Question Time**

A member of the public enquired if there were updates on the development of the garages in Church Crescent, some of which are council and others privately owned. BCllr Cloke advised these were due to be discussed by Borough in September.

**18/097. To receive reports by Borough and County Councillors.**

CCllr Wagland reported that an officer from Essex Highways has viewed the condition of the pavements in Church Road and Burnthouse Lane. CCllr Wagland will follow this up and report back.

BCllr Hones reported that the service station at the end of Mountnessing has been closed and is being developed in to a BP Garage and an M&S food store.

The Parish Clerk read a report submitted by BCllr Bridge. The Borough now has 9 trained Civic Enforcement Officers who can issue fixed penalties for littering, parking and other offences. Money has been allocated for cameras to focus on fly tipping.

**18/098. Finance.**

The monthly Financial Statement and Bank requisition for June 2018 were noted and approved by all.

It was resolved that the full electrical works highlighted in the recent risk assessment should be carried out.

**18/099. Planning**

To agree Council responses for submission with regards to new planning applications

**I. New Applications:**

18/00590/FUL 137 Roman Road, Mountnessing, Essex CM15 0UD

It was resolved that the previous comments submitted by Mountnessing Parish Council still stand.

**II. For update:**

9 Court View - **Pending**

Howletts, Church Road - **Pending**

1 Holbrooks Cottages, Thoby Lane - **Pending**

4 Church Road - **Approved**

Hillrise Cottage 343 Roman Road – **Approved**

Thoby Priory – Cllr Stephenson has received contact from the developer but there is no update at this point

**18/100.To receive updates on the following maintenance/development issues.**

- I. Request from ECC for improvements to pavements in Church Road and Burnthouse Lane – this was covered in 18/097.
- II. Cleaning of the Pay and Play tennis court – this will be completed by the end of July.
- III. Installation of new signage at Coronation Field and play area – no dogs in the play area signs have now been erected.
- IV. Work to trees on parish land – three quotes have been requested and will be compared once received.

**18/101.To receive Risk Assessments on Parish Assets and agree works should reports indicate any required**

- a. Children’s Play area, Bus Shelters and Tennis Court – Cllr King is still pursuing Wicksted for the correct equipment to repair the roundabout.
- b. Village Hall Car Park, Millennium Gardens and Old Recycling Area - no concerns.
- c. Recreation Ground – Cllr King will request a quote from Terry Brewster for the works needed. It was resolved that up to £1000 could be allocated to these works on the agreement of Cllr King, Cllr Stephenson and the Responsible Financial Officer/Parish Clerk as there is no meeting in August.
- d. Allotments – nothing to report.
- e. Water Meadows – nothing to report.
- f. Village Hall - no concerns. Cllr Stephenson reported that the U3A have paid for a large screen to be installed which can be utilised by all Hall users.
- g. St. John’s Hall - nothing to report.
- h. Mountnessing Primary School - nothing to report.

**18/102.To approve new policy documents**

It was resolved that the following policies would be adopted by the Parish Council.

- I. Data Protection Policy
- II. Privacy Notice
- III. Retention of Documents and Records Policy
- IV. Equal Opportunities Policy
- V. Lone Working Policy
- VI. Health and Safety Policy

**18/103. Parish Clerk to advise of annual leave during the summer and cover by Councillors to be agreed.**

Cllrs have agreed cover during the Clerk’s annual leave.

**18/104.Items for inclusion in next Ordinary Meeting agenda**

- The allotments committee and the Parish Council’s involvement with this.

**18/105.Date of Next Meeting: 17<sup>th</sup> September 2018, at The Village Hall (please note change of venue).**

The meeting closed at 9.20pm

Cllr Andrew Stephenson  
Chairman

Mrs Laura Brown  
Parish Clerk