

## Minutes of the Parish Council Meeting held at The Pavilion on 8<sup>th</sup> July at 8pm

### Present:

Councillors R. Collins (Chairman), C. Knapman (Vice-Chairman) M Davis, L Holt, the Clerk and 3 members of the public.

### 25/37 Apologies for Absence

Apologies were received from Councillor Miles.

### 25/38 Minutes of the Parish Council Meeting

**Resolved:** that the minutes of the Parish Council meeting, held on the 17<sup>th</sup> June 2025, were agreed as a correct record and signed by Cllr Holt.

### 25/39 Declarations of Interest

Members were reminded that they are required to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests or Non-Pecuniary Interests which they know they might have in terms of business on the agenda. They were also reminded that they will need to repeat their declarations at the appropriate point in the meeting and leave the room if required under the Code of Conduct which took effect in July 2022. Further they were reminded that unforeseen interests must be declared similarly at the appropriate time.

No interests were declared.

### 25/40 Maldon District Councillor Update

The District Councillor was not in attendance.

The Chairman provided an update on devolution process.

### 25/41 Public Participation Session

A member of the public asked why the proposed rabbit-proof fencing was not pursued. Cllr Knapman advised this was due to cost. The member of the public felt the cost was not excessive.

The Chairman noted that current weather conditions are ideal for rabbit breeding. The member of the public suggested a two-year programme to clear the wooded area and address tree damage to the existing fencing. It was noted that the Parish Council has purchased a tonne of topsoil to fill holes caused by rabbit activity.

A discussion took place regarding the benefits of clearing the overgrowth, where the rabbits hide. Cllr Knapman confirmed he will arrange a meeting with the resident and a local contractor to ascertain what work could be undertaken to alleviate the rabbit problem.

A Member of the Public, and previous parish clerk, passed some historic council records to the Clerk who will deposit at the Essex Records Office.

**Resolved:** that the Clerk will deposit the historic records at the Essex Records Office.

A member of the public enquired about an official opening of the Pavilion and confirmed the first available date as 27th September 2025. The Chairman advised that the Pavilion Management Committee should take the lead on the event, with a few official words and invitations extended to those involved in the project. The Chairman will liaise with the Pavilion Management Committee outside of the meeting.

The Secretary of the Pavilion Management Committee advised the council that the transfer of the Pavilion to the Parish Council, who will act as the Sole Managing Trustee, is now with the Charity Commission.

## 25/42 To Consider Planning Applications submitted and published by Maldon District Council

25/00548/FUL and 25/00549/LBC Proposed Partial Demolition, Extension and Alterations to Existing Pavilion at Braxted Park Golf club Braxted Park Braxted Prak Road, Great Braxted.

The Parish Council discussed the application and confirmed they have **no objection** to the proposal.

The Chairman reported that building works are ongoing at the Rosedale site, with large construction vehicles observed on site. Maldon District Council's Planning Department has not yet gained access to the site, which is required for assessment in relation to the pending planning application. A site visit is expected in the coming weeks, coordinated by the agent.

Cllr Siddall has called in the application, meaning it will be determined by committee. It was noted that Government checks on unauthorised traveller pitches are meant to be conducted monthly. The most recent data claims there are only six such pitches within the district, although it is known there are at least nine at Rosedale and one at The Orchards.

## 25/42/1 To Note Planning Decisions Made by Maldon District Council

25/00114/FUL Construction of general-purpose agricultural building at Old House Farm, Braxted Road Kelvedon. **APPROVED.**

## 25/43 Environment

25/43/1 Car Park and Weed Maintenance

Cllr Knapman reported that DW Maintenance had strimmed the car park area as a goodwill gesture. It was agreed this should be referred to the Pavilion Management

Committee to ensure the area is kept tidy. The Pavilion Management Committee Secretary agreed to raise this at the next meeting.

The Secretary of the Pavilion Management Committee noted mixed views among residents regarding tidiness in the village, though there was general agreement that weeds should be sprayed annually. This matter will be passed to the Pavilion Management Committee for further action.

It was also noted that the laurels are now covering the container, and the Pavilion Management Committee will be asked to manage the top of the hedge.

#### 25/43/2      New Pedestrian Gate

Cllr Knapman advised he has been approached by residents that the weight of a 12' gate is too heavy and suggested installing a 4' pedestrian gate next to the existing vehicle gate. A quote had been sought from Roger Clark who could complete the works at a cost of £385.

**Resolved:** that the council approved the quote of £385 to install an additional self-closing pedestrian gate.

#### 25/43/3      Playground Inspection

The 2025 annual playground inspection was noted. Playsafe, the original installers, are scheduled to carry out a site visit to complete sundry repairs.

Cllr Knapman confirmed he had painted the bars.

#### 25/43/4      Bench Maintenance

Cllr Knapman confirmed he has painted the metal benches and oiled the picnic tables.

The Chairman thanked Cllr Knapman for his attention to this matter and the painting of the playground bars.

#### 25/43/5      Pedestrian Crossing on Tiptree Road

Cllr Davis clarified that the request was for a pedestrian or playground warning sign, not a pedestrian crossing. The Clerk advised that such signage must be requested through Essex Highways.

**Resolved:** Cllr Davis will provide the Clerk with a What3Words reference for the proposed sign location/s. The Clerk will then contact Essex Highways to request installation.

## 25/44      Finance

### 25/44/1      Accounts for Payment

The Council approved the following payments:-

<b>Date</b>	<b>Supplier</b>	<b>Item</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
19/05/2025	Clear Insurance Management Ltd	Insurance premium 20252/26	579.45	0.00	579.45
24/05/2025	Cloud Next	Home hosting domain	49.99	9.99	59.98
24/05/2025	ID Mobile	May phone costs	5.00	1.00	6.00
28/05/2025	L Townend	May salary	262.00	0.00	262.00
28/05/2025	L Townend	Apr-May Expenses	44.00	0.00	44.00
28/05/2025	HMRC	May PAYE costs	65.40	0.00	65.40
31/05/2025	Unity Trust Bank	May Service Charge	6.00	0.00	6.00
06/06/2025	Wallace Arboriculture	May grounds maintenance	380.00	0.00	380.00
10/06/2025	Tolleshunt Turf Farm	Topsoil and grass seed	127.80	13.56	141.36
11/06/2025	Walton Tree Services	Supply woodchip	33.33	6.67	40.00
13/06/2025	Cllr Knapman	Playground equipment expenses	206.41	14.55	220.96
24/06/2025	ID Mobile	June phone bill	5.00	1.00	6.00
27/06/2025	L Townend	June Salary	261.80	0.00	261.80
27/06/2025	HMRC	June PAYE costs	65.60	0.00	65.60
30/06/2025	Unity Trust Bank	June Service Charge	6.00	0.00	6.00
<b>TOTAL:</b>					<b>£2,144.55</b>

**Resolved:** that the accounts for payment listed above be approved for payment.

#### 25/44/2 Bank Reconciliation

Cllr Holt verified the bank statements and the bank reconciliation to the 30<sup>th</sup> June 2025.

**Resolved:** that the council note the bank statements were reconciled to the 30<sup>th</sup> June 2025.

#### 25/44/3 Budget Comparison

The Council received and noted the budget comparison to the 30<sup>th</sup> June 2025.

**Resolved:** that the council received and noted the budget comparison to the 30<sup>th</sup> June 2025.

## 25/45 Updates

#### 25/45/1 Gigaclear Meeting

The Clerk advised a meeting is due to take place with representatives from the council and Gigaclear's Community Engagement Manager when Gigaclear has finalised their design for Great Braxted.

**25/45/2 Connexions Data Poles**

The Chairman provided an update, noting that the taller the poles, the larger the data collection area. Essex County Council acknowledged that residents should have been consulted but confirmed that planning permission is not required, as telecommunications infrastructure is classed as a key utility.

**25/45/3 Rabbit Control**

The Clerk advised she had contacted Maldon District Council regarding rabbit control who advised this is not a service they offer but suggested using ferrets. The Clerk also contacted 5 separate pest control providers and none offer rabbit control.

**25/46 General Announcements**

A member of the public enquired about the CCTV camera signs. The Clerk will contact the supplier for an update.

It was noted the village sign requires re-painting on one side and that this had previously been repainted by a resident. Cllr Holt will contact the resident to enquire if they would be able to re-paint the sign once again.

Repositioning and re-purposing the telephone box discussed. Cllr Holt will speak to the resident whose property the telephone box is located and make enquires regarding the cost to reposition and make good.

**25/47 Items to be Included on the Next Agenda**

1. Repositioning the telephone box.

**25/48 Date of Next Meeting**

The next council meeting will take place at 8pm on Tuesday the 9<sup>th</sup> September 2025.

**25/49 Chairman Closed the Meeting**

There being no further business the Chairman closed the meeting at 21.17

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

Chairman