

TOLLESHUNT KNIGHTS PARISH COUNCIL

tkpc.org.uk

Parish Clerk: V Banyard

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Minutes of the meeting held on 16.2.2026 in Tolleshunt Knights Village Hall

Present:

Chair – Councillor D Tungatt

Vice Chair – Councillor M Porter

Councillors N Lewis and M Thompson.

Parish clerk – V Banyard

No members of the public were present.

Public session No issues were raised.

3969.01 To receive apologies for absence, other announcements and Declarations of Interest in the Meeting's agenda items

Apologies for absence were received from Councillor G Cook.

No Declarations of Interest were made.

3970.01 To approve the Minutes of the Ordinary Meeting held on 19.1.2026

It was **RESOLVED** to approve the above Minutes.

3971.01 To receive items of information on the above Minutes.

No issues were raised.

3972.01 To consider co-option to fill the two vacancies on the Council following the passing of Councillor June Dennis and the resignation of Councillor R Long. As no election has been called to fill the vacancies the Parish Council will now advertise that it will proceed to co-option.

3973.01 To consider planning issues:

Decision by Maldon District Council. The following was noted:

25/00895/HOUSE Treetops 11 Barnhall Road Tolleshunt Knights	Part two storey, part first floor rear extension including raising the ridge height, addition of dormers and roof lights. Alterations to fenestrations.	Approved 6.2.2026
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New applications. The following was considered:

26/00011/FUL	Outbuilding at Community of St John the Baptist The Old Rectory Rectory Road Tolleshunt Knights	Erection of a new single storey book shop building with basement and associated site works, following demolition of existing greenhouse (Use Class E) It was RESOLVED to support this application.
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Planning Appeal decision. The following was noted:

APP/X1545/C/25/3359345 Mayfield Park Lane Tolleshunt Knights	Alleged breach of planning control – siting of a mobile home for residential use.	Enforcement notice is quashed. 11.2.2026
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Enforcement issues. No update was available.

Any other planning issues. No matters were raised.

3974.01 To consider any report that the Clerk may make and correspondence received.

Procedures in decision making were discussed and it was **RESOLVED** that in future any quotes for work to be done should follow the procedure below:

A detailed specification for the work is to be drawn up by a Councillor or Councillors and then presented to the full Council for approval.

The approved specification is then to be used by the clerk who will strive to obtain three quotes.

The full Council will then consider the quotes and choose the one showing best value.

The above procedure will be fully compliant with the Council's Standing Orders and Financial Regulations.

3975.01 To consider any Highways issues

Latest Trucam report. 11 captures of speeding vehicles were made over 2 hours (4 patrols in 2 different locations). The highest recorded speed in a 30 mph limit was 41 mph. This is again a low number of captures and there was some speculation that drivers are slowing down due to the number of potholes in the local roads.

It is not known if the police have carried out any more speed checks in the village.

Any other highways issues. A large pothole in Tudwick Road between the junction with Factory Hill and Strawberry Lane will be reported to Highways.

The recently repaired pothole at the top of Barnhall Hill is again deteriorating and this matter will be raised with Councillor Mark Durham and the Cabinet Member for Highways (Essex County Council).

A resident has asked why Tolleshunt Knights Parish Council has not applied for a Speed Indicator Device in the parish. Councillor Mrs Thompson has looked into this and it is quite a complicated and lengthy procedure, with permission for siting the SID to be obtained from Essex Police. It was felt that this is not financially viable at present and Trucam is more effective in deterring speeding drivers.

3976.01 Public rights of way. There was no report due to the absence of Councillor G Cook.

3977.01 Road Safety issues No other matters were raised.

3978.01 Press Officer's report A report of each meeting is published on the Parish Council's website and notice board and also sent to the Maldon Standard for publication.

3979.01 Report of the Village Hall Management Committee representative.

It was noted that the CCTV system in the car park is now insured by both the Parish Council and the TKVHMC.

VHMC meetings will now be held bi-monthly rather than each month.

The gate at the bottom of the driveway is sticking and will be dealt with.

The VHMC is aware that there have been incidents of some dog owners allowing their pets to chase and attack other dogs in the playing field. There is also an increase in owners not cleaning up after their dogs. Both matters will be mentioned in the Parish Council's monthly report with owners being reminded that they must act responsibly when walking their dogs on Council land.

3980.01 To receive the financial reports for February and to approve cheques for payment.
The reports were received and noted.

It was **RESOLVED** to authorise the following payments:

V Banyard	Salary + expenses Feb	£ 347.33
HMRC	Clerk's tax Feb	£ 80.06
Fordham Trees	Tree work	£ 2,520.00
Appletons	Car park sweeping	£ 290.38
Greenacre	Tree survey of playing field	£ 900.00
Inkredible	Toner cartridges x 2	£ 60.00

The list of payments above has been examined by the Council's Responsible Financial Officer, verified and certified against the invoices presented.

3981.01 Appointment of the internal auditor of the accounts for the year ended 31.3.2026

It was **RESOLVED** to appoint Ms A Wood as the internal auditor as above.

3982.01 To consider any issues concerning the playing field, play area and car park Defibrillator Checks on the equipment are made regularly.

Play area issues Councillor Mr Porter will now submit the completed grant application.

Tree works in the playing field The recent tree survey by Greenacres has highlighted the need for dead wooding to be carried out on the four protected oak trees adjacent to the Hall. This work can be carried out without prior permission from Maldon District Council. The clerk will prepare a detailed specification and submit it to Councillors for approval before sending it to TreePros, Bonz Cairey Ltd and Fordhams. The quotes obtained will be considered at the Council's March meeting.

As yet there is no date for the work to be carried out by the Essex Wildlife Trust Rangers.

White lining of the car park and driveway. The Council wrote to the Village Hall Management Committee asking if it would consider funding part of the cost of the white lining in the car park. Their subsequent reply was discussed. It raised various issues of concern to the VHMC and the Council **RESOLVED** to reply as follows. It is unable to undertake any commitment about repairs to the surfacing of the car park after remedial work has been done on the Hall without consulting its own insurers. The logs from the recent tree work were deliberately left to make and enrich wildlife habitats and the wood chippings cannot be spread on the paths as they have injured dogs feet in the past. The Council also pointed out that it cannot proceed with renewing the white lining without assistance of the VHMC for funding.

A request by a resident to park up to ten cars in the car park on 10.4.2026 was granted, but it would be made clear that the gates are shut and locked at dusk.

3983.01 Update – insurance claim by TKVHMC against the Parish Council – subsidence of Hall.

There was nothing new to report.

3984.021 Local Government Devolution Further updates are awaited.

3985.01. To consider review of the following policies

It was **RESOLVED** to adopt the draft Risk Assessment and CCTV policies as presented.

3986.01 To consider other items of information for inclusion in a future agenda.

No other issues were raised.

As there was no further business the meeting was closed at 9.05 pm.

The above Minutes were approved at the meeting dated 16.3.2026 – Minute ref: 3988.01.