TOLLESHUNT KNIGHTS PARISH COUNCIL
tkpc.org.uk
Parish Clerk: clerk@tkpc.org.uk

Dear Councillor
You are summoned to attend the Extraordinary Meeting of the above Council to be held on **Monday 20th July 2026** in the Village Hall Top Road Tolleshunt Knights. The meeting will commence at 7.30 pm.
M Thompson
Chairman
15.6.2026

AGENDA

To receive questions/enquiries from members of the public, to receive an answer at an appropriate time in the agenda.

1. To receive apologies for absence, other announcements and Declarations of Interest in the Meeting's agenda items.
2. To approve the Minutes of the Meetings held on 15.6.2026 and 23.6.2026
3. To receive items of information on the above Minutes
4. To consider co-option to fill the remaining vacancy on the Parish Council.
5. To consider the vacancy for a new Parish Clerk, updating the advert and appointing Cllr Maddie Thompson as Acting Clerk and RFO.
6. To consider paying a minute-taker for Council meetings.
7. To consider planning issues:

   a. Decisions by Maldon District Council – Including:

26/00261/VAR	Conversion of a Chicken Shed at the Monastery	Approved
26/00011	Erection of a new single-storey bookshop and library building with basement and associated site works, following demolition of existing greenhouse at the Monastery	Approved

   b. New applications to include any received after publication of the agenda – None received to date.

   c. Enforcement issues – progress report (if any).

   d. To consider any other planning issues which may arise.

8. To consider any correspondence received.
9. To consider any Highways issues, including:

   a. Latest Trucam report for June 2026 – 4 patrols, 51 captures, highest speed 47mph

   To consider any other highways issues/reports which may be received.
10. Public rights of way report.
11. Road Safety report.

12. Press Officer's report.
13. Report of the Village Hall Management Committee representative.
14. To receive the financial reports for July 2026 and to approve payments.

Hostinger	Web Hosting for new web site	£53.85
CouncilWise	Internal Audit fee	£144.00
St Luke's PCC	Cemetary grant	£200
Torquespeed FC	Return of deposit	£100

15. To consider any issues concerning the playing field, play area and car park, including:

    a. Defibrillator – update.

    b. Hire of the field by various organisations/individuals.

    c. Tree issues. Following the decision to refuse permission to fell the oak trees, to consider whether the dead wooding mentioned in the recent tree survey should now be carried out.

    d. To consider the refurbishment of the play area:

    To receive and confirm the updated costs for the play area fence (Fourways) and the works to the play area equipment (Playquip).

16. To consider the adoption of a new Assertion 10 compliant website for the Parish Council.
17. To consider the formation of a local community group to repair damaged road signs.
18. To consider purchase of an accounting package to replace the current spreadsheet accounts
19. To consider purchase of Moneysoft for future payroll at a cost of £95 +VAT pa.
20. To consider the white lining of the car park and any response from TKVH Management Ctte.
21. To consider the Cemetery grant to St Luke's PCC of £200
22. Update – insurance claim by TKVHMC against the Parish Council – subsidence of Hall. To note any further developments.
23. To consider other items of information for inclusion in a future agenda.

The next meeting of the Parish Council will be the Extraordinary Meeting held on **Monday 17th August 2026.**